Franklin County

Emergency Operations Plan

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Promulgation Statement

This Emergency Operations Plan addresses Franklin County's planned response to extraordinary emergency situations associated with natural disasters, technological emergencies and acts of civil hostility. It is the underlying document for protection of health, safety, and property of the public in Franklin County, and is the principle guide for the agencies of Franklin County and other government entities in mitigating emergencies and disasters. It is intended to facilitate multiple-agency and multiple-jurisdictional coordination, particularly between local, state, and federal agencies in emergency management, and establish a framework for an effective system of comprehensive emergency management.

This comprehensive Emergency Operations Plan attempts to be all inclusive in combining the four phases of Emergency Management:

Mitigation: Those activities which eliminate or reduce the probability for disaster.

Preparedness: Those activities which governments, organizations, and individuals develop to save lives and minimize damage.

Response: To prevent loss of lives and property and provide emergency assistance.

Recovery: Short and long-term activities which return all systems to normal or improved standards.

In order to execute this plan effectively and mobilize the available resources, all implementing personnel must have knowledge of the procedures set forth in this plan and be trained in its use. Agencies having roles and responsibilities established by this plan are expected to develop Standard Operating Guidelines (SOGs) and emergency response checklists based on the provisions of this plan.

This plan was developed using generally accepted management principles and practices for emergency management. Incorporated are planning elements derived from the Federal Emergency Management Agency and the Ohio Emergency Management Agency planning documents.

This plan is a statement of policy regarding emergency management and assigns tasks and responsibilities to county, city, & village officials, department heads and various agencies and organizations specifying their roles during, before and after emergency or disaster situation. It is developed pursuant to Section 5502 and 3750 of the Ohio Revised Code, the adoption to the National Incident Management System (NIMS) from Presidential Directive, HSPD-5 and the resolution by the Franklin County Franklin County Emergency Management & Homeland Security Executive Committee dated 00/00/0000, assigning emergency responsibilities.

_____   _____
Chairperson, Franklin County Emergency Management   Date
& Homeland Security Executive Committee

_____   _____
Director, Franklin County Emergency Management   Date
& Homeland Security

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I. Introduction

The purpose of this section is to describe; the reasons for the plan, the authorities that give it official status, its organization and coordination with other plans, and the situation and assumptions under which the plan operates.

A. Purpose

The Franklin County Emergency Operations Plan addresses Franklin County's planned response to extraordinary emergency situations associated with natural disasters, technological emergencies and acts of civil hostility. When confronted with a minor emergency, county agencies normally carry out their responsibilities largely independent of other agencies. However, large-scale emergencies and disasters often generate situations requiring planned, coordinated responses by multiple agencies and jurisdictions. Such disasters and emergencies pose major threats to life and property and have long-term economic, political, and/or environmental implications.

This plan establishes a framework for an effective system of comprehensive emergency management. The purpose of the plan is to:

- Reduce the vulnerabilities of the people and communities of Franklin County to damage, injury, and loss of life and property resulting from disasters and emergencies.

- Prepare for prompt and efficient response and recovery to protect lives and property.

- Respond to emergencies using all systems, plans and resources necessary to preserve the health, safety and welfare of persons affected by the emergency.

- Provide public information.

- Recover from emergencies by providing for the rapid and orderly start of restoration and rehabilitation of persons and property affected by emergencies.

- Restore normal government operations.

- Provide an emergency management system embodying all aspects of pre-emergency preparedness and post-emergency response, and recovery.

- Assist in recognition, appraisal, prevention and mitigation of emergencies.

This plan is intended to facilitate multi-agency and multi-jurisdictional coordination, particularly between local, state, and federal agencies in emergency operations. The

Incident Command System is the management framework for emergency response and operations in Franklin County.

This plan is an operational plan as well as a reference document. It may be used for pre-emergency planning as well as emergency operations. Agencies having roles and responsibilities established by this plan are encouraged to develop Standard Operating Guidelines (SOGs) and emergency response checklists based on the provisions of this plan. Through the implementation of this plan, the resources and capabilities of the public, private, and non-profit sectors can be more efficiently utilized to minimize the loss of life and property and to protect the environment and economic health of Franklin County.

1. **Scope**

This plan is limited in scope to address response activities in events where normal emergency response processes and capabilities become over taxed or where it is determined there is a need for coordination of response operations due to complexity and/or duration of events. As an all hazards response plan, it applies to any event that concurrently challenges multiple disciplines and/or multiple jurisdictions.

- The plan establishes fundamental policies, program strategies and assumptions.

- The plan establishes procedures to manage an emergency from initial monitoring through post-disaster response and recovery.

- The plan assigns specific functional responsibilities to appropriate local departments and agencies, as well as private sector groups and volunteer organizations.

- The plan addresses the various types of emergencies that are likely to occur.

- The plan identifies actions that response and recovery organizations will take, in coordination with state and federal counterparts as appropriate.

2. **Authorities**

   a. Federal Regulations

      Civil Defense Act of 1950 (PL81-920)
      1977 Defense Authorization Act (PL94-361)
      The Disaster Relief Act of 1974 (PL-93-228)
      Emergency Planning and Community Right-to-Know Act of 1986 (Title III of SARA)
      Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amend by Public Law 93-288 Oct, 2005

b. State Regulations

Ohio constitution; Article II, Section 42 – Power of the Governor to act for the citizens in the event of attack or other disaster.
Ohio constitution; Article IX, Section 4 – Power of the governor to call for the militia.
Ohio Revised Code107.01 et seq. – Powers and duties of County Commissioners.
Ohio Revised Code 161.0 through .29 – Continuity of the Governor.
Ohio Revised Code 305.09 – Filling vacancies in elected county government positions.
Ohio Revised Code 305.12 – powers and duties of the County Commissioners.
Ohio Revised Code 307.31 and 315.08 – Powers and duties of the County Engineer.
Ohio Revised Code 311.07 – Powers and duties of the County Sheriff
Ohio Revised Code 313.06 – Powers and duties of the County Coroner.
Ohio Revised Code 329.01 – Powers and duties of County Department off Human Services.
Ohio Revised Code 733.03 – Powers and duties of Mayors of cities.
Ohio Revised Code 733.23 – Powers and duties of Mayors of villages.
Ohio Revised Code 737.11 – Powers and duties of police and fire departments.
Ohio Revised Code 3701.01 thru .04 and .13 – Powers and duties of State Health Department.
Ohio Revised Code 3706.06 and .22 – Powers and duties assigned to local health departments.
Ohio Revised Code 5101.01 and .02 – Powers and duties of human service departments.
Ohio Revised Code 5502 – Emergency Management Agency

c. Local Regulations

City of Columbus Administrative Code 123.01 – proclamation of state of emergency (Mayor).
City of Columbus Administrative Code 123.02 – Implementing proclamations to protect life and property (Mayor).
City of Columbus Administrative Code 123.025 – Prohibitions.
City of Columbus Administrative Code 123.03 – Obedience to lawful orders
City of Columbus Administrative Code 123.06 – Temporary power of code suspension.
City of Columbus Administrative Code 1907.04 – Appointment of Emergency Patrolmen.
City of Columbus Administrative Code 2157.01 thru .99 – Snow emergencies
City of Columbus Administrative Code 2551.01 thru .99 – Hazardous material transportation.
City of Columbus Administrative Code 2591.01 thru .10 – Hazardous materials and chemicals.

City of Columbus Administrative Code 131.01 thru .05 – Emergency Powers (Mayor).
Ordinance 1115.01 thru .06 City of Grandview Heights Emergency Power and Public Order.
Ordinance 1503.02 City of Grandview Heights – Temporary and emergency controls (Safety Director)
Ordinance 1511.05 City of Grandview Heights – Obstructing an emergency.
Ordinance 352.02 thru .99 City of Grove City – Snow emergency routes.
Ordinance 1405.05 City of Grove City – Cases of emergency.
Ordinance 4.028 City of Hilliard – Declaration of public disaster.
Codified Ordinance 505.01 thru .99 City of Reynoldsburg – Civil emergencies.
Codified Ordinance 1335.01 thru .11 City of Reynoldsburg – Flood damage prevention code.
Ordinance 131.1 City of Upper Arlington - Riot, disaster or other emergency
Ordinance 143.29 City of Upper Arlington – Response to emergency calls from other political subdivisions.
Ordinance 555.11 and .12 City of Upper Arlington - Declaration of an emergency.
Ordinance 517.11 and .12 City of Upper Arlington - Misconduct at an emergency.
Codified Ordinance 351.15 thru .17 City of Whitehall - Snow emergency.
Codified Ordinance 509.01 thru .99 City of Whitehall - emergencies.
Codified Ordinance 1115.01 through .99 City of Whitehall – Flood hazard areas.
Codified Ordinance 1123.14 and.15 City of Whitehall – Flood plain district.
Codified Ordinance 1341.08 City of Whitehall – Emergencies.
Codified Ordinance 133.09 City of Worthington – Emergency procedures.
Codified Ordinance 509.05 City of Worthington – Misconduct at an emergency.
Codified Ordinance 557.01 through .04 City of Worthington – Civil disaster.

B. Methodology

The Franklin County Emergency Operations Plan was developed using generally accepted management principles and practices for emergency management. Incorporated are planning elements derived from Federal Emergency Management Agency and Ohio Emergency Management Agency planning documents. This plan is a revision of the August 1994 *Franklin County Emergency Operations Plan.*

C. Plan Structure

In order to execute this plan effectively and mobilize the available resources, all implementing personnel must have knowledge of the procedures set forth in this plan and be trained in its use.

The Introduction explains the purpose of the plan, and the scope of its function. Local, State, and Federal Regulations, which give the plan its authority are listed. The introduction describes the methodology in which the plan was written, who activates the

plan, and its relationship to other plans. Plan maintenance and revision is also covered as well as the plan distribution list.

The <u>Situation and Assumptions</u> section describes Franklin County and a Risk Assessment Summary of the hazards that may impact the county.

<u>Phases of Emergency Management</u> outlines an integrated emergency management system of activities before and after, as well as during emergency operations.

The <u>Organization and Assignment of Responsibilities</u> section describes inter-jurisdictional relationships, executive actions and lines of succession. This section lists the emergency responsibilities of all participating organizations and agencies.

Section V is a discussion of the <u>Principles of the Incident Command System</u> which is used in Franklin County to manage an emergency incident or a non-emergency event.

The operational part of the plan is organized into <u>Emergency Response Functions.</u> There are fourteen emergency response functions, each one representing a functional area of emergency response. The purpose and activities of each function are described. Each function has a Primary Agency, responsible for coordinating the activities of the function, along with one or more Support Agencies.

<u>Training, Exercises, and Public Education</u> outlines the program developed by the Franklin County Emergency Management & Homeland Security to train individuals in local government on their respective roles in emergency management. The agency program to educate and inform the public on protective actions is also described.

The <u>Checklists</u> are individual checklists for the coordinators who will most likely be in the EOC, or at the on-scene Command Post. The checklists can be copied and used during an actual incident or exercise.

The last part of the plan consists of reference materials, Glossary, Acronyms, and Maps.

D. Plan Activation

The Director of the Emergency Management & Homeland Security Agency (or his/her designee), in coordination with executives in the affected jurisdictions, is responsible for implementing this Emergency Operations Plan.

E. Relationship to Other Plans

1. The *Franklin County Emergency Operations Plan* is the underlying document for the protection of health, safety, and property of the public in Franklin County. It is the principle guide for the agencies of Franklin County and other government entities in mitigating emergencies and disasters. It is intended to facilitate multiple-agency and

multi-jurisdictional coordination, particularly between local, state, and federal agencies in emergency management.

2. The *Hazardous Material Annex to the Franklin County Emergency Operations Plan* provides procedures to protect the public from; transportation, storage and fixed site hazardous material incidents.

   This plan was written to comply with the State of Ohio's *Hazardous Materials Plan Development and Evaluation Document* in accordance with the following laws:

   Superfund Amendments and Reauthorization Act of 1986 Title III, sections 301-330

   National Oil and Hazardous Materials Contingency Plan, 40 CRF, Part 300

   Title 49, Code of Federal Regulations, parts 100-199 Occupational Safety and Health Administration Regulation 1910.120, Fire Safety -Guidelines
   Ohio Revised Code 3750 (Superfund Amendments and Reauthorization Act)

   Ohio Revised Code 4950 (Hazardous Materials Transportation in Ohio)

   Franklin County Commissioners Resolution Number 321-87

   Columbus City Code, Chapter 2551 "Hazardous Material Transport" Chapter 2510 "Emergency Planning Community Right to Know"

3. The *Weapons of Mass Destruction Annex* to the *Franklin County EOP* is a companion plan to the *Hazardous Materials Annex,* and addresses the unique differences between a hazardous materials incident and a WMD terrorist incident. This plan is written under the guidance of the Nunn-Lugar-Dominici Domestic Preparedness Act in coordination with Presidential Decision Directive 39 (PDD-39).

4. Additional hazard specific annexes address flooding and tornadoes. Franklin County also has two special interest plans, *The Special Needs Sheltering Plan,* and the *Emergency Animal Care Plan*.

5. Franklin County's emergency response agencies (fire, law enforcement, etc.) have entered into mutual aid agreements within the county and adjacent counties that increase response capabilities.

6. Mutual aid for the support of response functions is addressed by agreements between the Director of the Franklin County Emergency Management & Homeland Security and EMA directors of adjacent counties.

7. The Ohio Emergency Management Agency has developed the *State of Ohio Emergency Operations Plan* which details the responsibilities of state agencies during an emergency/disaster.

8. The *National Response Plan*, prepared by the Federal Emergency Management Agency, within the Department of Homeland Security describes the emergency response capabilities of national agencies. This document was formerly known as the *federal response plan*.

F. Plan Maintenance and Revision

The Franklin County Emergency Operations Plan is a dynamic document that periodically needs revision. The Director of the Franklin County Emergency Management and Homeland Security is responsible for ensuring that the necessary changes to the EOP are prepared, coordinated, published and distributed.

The Director will forward revisions of the EOP to all affected/responsible organizations for acceptance before the final version is printed.

Each organization tasked with emergency responsibilities in this EOP is responsible for updating its portion of the plan based upon deficiencies identified by emergency drills, exercises and changes in government structure and emergency organizations.

All changes shall be submitted to the Franklin County Emergency Management & Homeland Security Director for comment and incorporation into the EOP.

This plan will be updated to meet state and federal requirements as deemed necessary.
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G. Distribution List

1. Chief Executives, Board of County Commissioners
2. City Mayors
3. Village Mayors
4. Township Trustee Boards
5. City Managers/Administrators
6. Village Managers/Administrators
7. County Emergency Management Agency
8. State of Ohio Emergency Management Agency
9. City Communications Departments
10. County Communications Departments
11. Village Communications Departments
12. Township Communications Departments
13. Amateur Radio
14. REACT
15. County Sheriff
16. Emergency Public Information Officers
17. City Police Departments
18. Village Police Departments
19. Township Police Departments
20. State Highway Patrol
21. City Fire Departments
22. Village Fire Departments
23. Township Fire Departments
24. County Engineer
25. City Engineer
26. Utilities
27. County Water/Sewer Department
28. County Building/Zoning Department
29. Sanitarian
30. County Health Department
31. City Health Department
32. Emergency Medical Services
33. County Mental Health Department
34. Hospitals
35. County Coroner
36. Surrounding Jurisdictions
37. COTA
38. American Red Cross
39. Salvation Army
40. Jobs and Family Services
41. Superintendent of Schools

II. Situation and Assumptions

A. Situation

1. Description of Franklin County

Franklin County is located in Central Ohio, encompassing the city of Columbus, including the State Capitol. The topography is somewhat rolling due to its location between level plateaus to the west and northwest and the foothills of the Appalachian Mountains to the southeast. Four major rivers and streams run nearly parallel north/south through the county and city, plus there are many small feeder streams.

The county is located in an area of changeable weather. Cold air masses from central and northwest Canada frequently invade the region. Tropical Gulf masses often reach Central Ohio during the summer and to a much lesser extent during the fall and winter.

The county has a population of 1,000,000+ and covers 542 square miles, within 13 cities, 12 villages, and 18 townships. About 115,000 acres are still in farmland. Two major interstate highways intersect in Columbus; I-70 moving east - west, and I-71 moving northeast – southwest. The county is the site of major railroads, including switching yards. In addition to Port Columbus, the major commercial airport, there are six other airports in the county.

A more detailed description of the county can be found in the *Hazard Analysis for Franklin County.*

2. Vulnerability and Risk Assessment Summary

In 1996 the Franklin County Emergency Management and Homeland Security (Formerly known as Franklin County Emergency Management Agency) published the *Hazard Analysis for Franklin County*. This document is a detailed study of all the hazards that may impact the county. Fourteen hazards were analyzed and ranked according to the potential risk they pose.

The hazards were rated on six factors affecting the associated risk to the community.

- History – How many times has the hazard occurred in the past?
- Area affected – How much of the county would be directly impacted?
- Forecast/predictability – Can the event be predicted – how far in advance – how accurate as to time and location?
- Preparedness – Can preparing for the event reduce human and economic impact?
- Human impact – Would the event require shelter, evacuation or other protective measures for citizens?

- Economic impact – What is the potential damage to public and private property, and what is the potential for interruption of business?

Chart II-1 shows the results of the rankings

Chart II-1

Potential hazards for Franklin County

Hazard	Score
flood	~82
tornado	~80
haz-mat	~80
terrorism	~65
severe thunder storm	~65
winter storm	~62
nuclear event	~57
civil disturbance	~54
power failure	~50
air crash	~50
earthquake	~49
dam failure	~48
radiological	~46
drought	~43

Hazards vs. score (0–100)
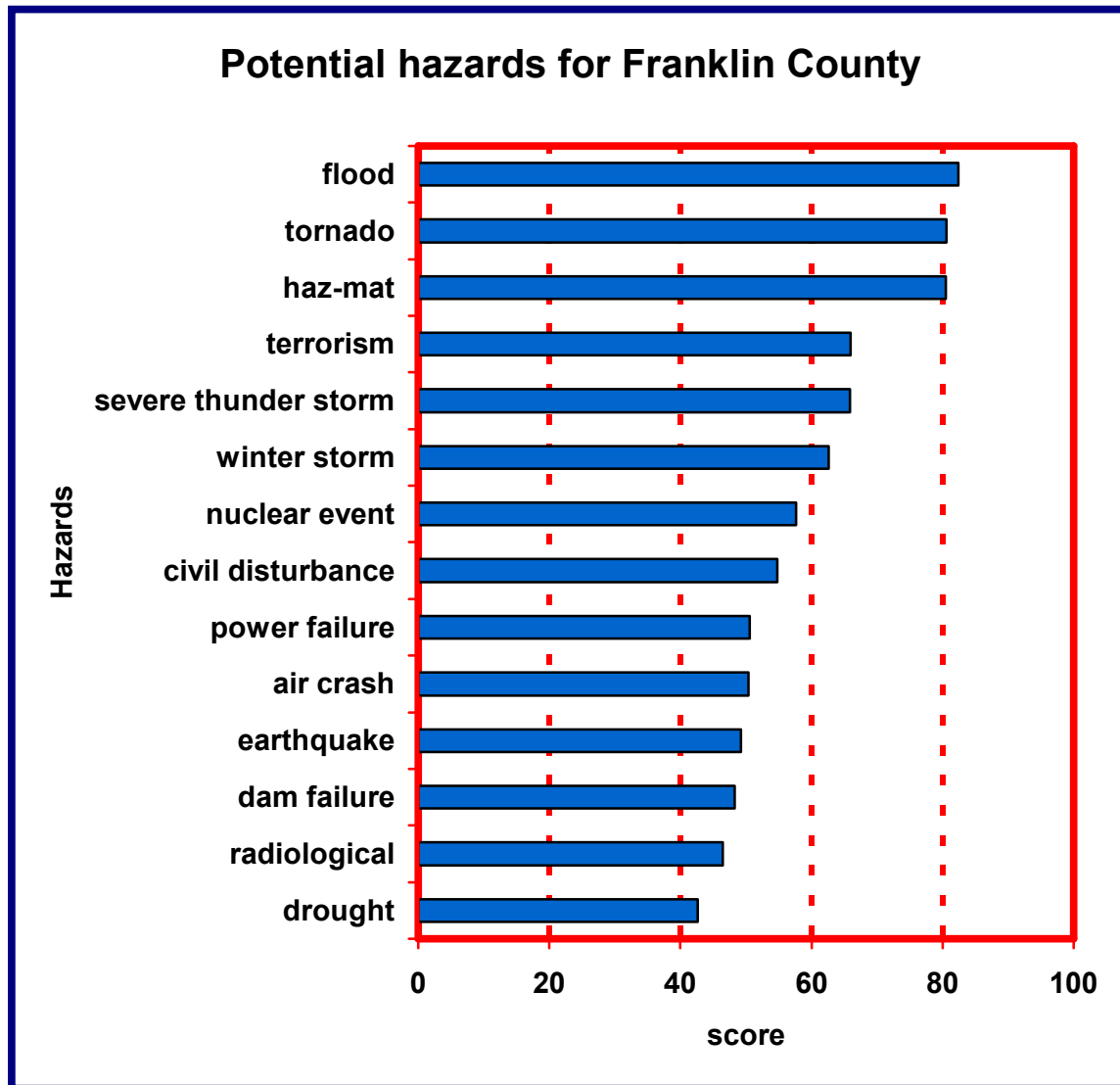
Flooding is the number one potential hazard for Franklin County. Some parts of the county are affected by some degree of flooding almost yearly. Encroachment into areas prone to flooding has increased the risk of damage. In addition to riverine flooding, the county is prone to urban and small stream flooding.

The second hazard is tornadoes. Franklin County averages a tornado sighting about once every two years. Most tornadoes occur in the months from April to July.

The third highest-ranking hazard is hazardous material spills. There have been more reported hazardous material spills in the county than any other hazard. Franklin County has 279 facilities that report extremely hazardous substances. Hazardous materials are also transported through the county by highway, rail, air and pipeline.

The fourth highest-ranking hazard is terrorism. The county is the site of several potential terrorist targets. In 1997 Columbus was named one of 27 cities to receive counter terrorism training from the federal government under the Nunn-Lugar-Dominici Domestic Preparedness Program.

B. Planning Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends.

1. A disaster may occur with little or no warning, and may escalate far more rapidly than the ability of any single local response organization to handle.

2. Disasters differ in character by magnitude, duration, onset, distribution, area affected, frequency and probability.

3. Comprehensive Emergency Management (CEM) is the concept used in handling disasters. It addresses all types of hazards and encourages a close relationship between different levels of government. The phases of comprehensive emergency management are mitigation, preparedness, response and recovery. The Franklin County Emergency Management & Homeland Security subscribes to the principles of CEM.

4. Integrated Emergency Management System (IEMS) is the implementation of CEM. It integrates government partnerships, applies known management concepts, integrates state and local systems into operational disaster management capabilities and broadens that capability to meet the all-hazards concept.

5. Disaster effects may extend beyond county boundaries and many areas of the state may experience casualties, property loss, disruption of normal life support systems, and loss of regional, economic, physical, and social infrastructures.

6. Disaster relief from outside the county may take 72 hours or more to arrive.

7. There may be competition among citizens for scarce resources.

8. The Incident Command System is the preferred management concept for responding to disaster/emergencies.

9. Preparation time may not be available to respond to a disaster.

10. Emergencies may require coordination and cooperation among diverse governmental and private organizations in order to protect the lives and property of Franklin County residents.

11. Organizations tasked in this document are aware of their emergency responsibilities and will fulfill these requirements in an emergency utilizing their capabilities including; staffing, equipment, supplies, and skills, according to their own policies and procedures.

12. The predetermined policies and procedures of individual agencies will be used as the basis of this plan.

13. Each jurisdiction will utilize all local resources before requesting state aid; this includes public as well as private resources.

14. Jurisdictional officials within Franklin County are aware of the possible occurrence of an emergency or major disaster and their responsibilities in the execution of this plan.

III. Phases of Emergency Management

This plan accounts for activities before and after, as well as during emergency operations. All phases of emergency management are addressed.

A. Mitigation

Mitigation is an on-going responsibility that includes activities that eliminate or reduce the probability of a disaster occurring. Mitigation also includes long-term activities, which lessens the undesirable effects of unavoidable hazards. The most efficient way to deal with disaster is to prevent it from happening, or to lessen its impact when it does occur. Examples of mitigation efforts are:

- Building codes
- Insurance
- Land-use management
- Engineering controls-dams and levees

B. Preparedness

Preparedness activities develop the response capabilities needed in the event an emergency should arise. These activities, taken in advance of an emergency, facilitate the implementation of a coordinated response. Examples of preparedness activities:

- Planning: The plan is the basic guideline defining things to do to prepare for emergencies. It explains the roles and responsibilities of government leaders, department directors, government employees and related agencies during an emergency. It covers the sequence of events that should occur before, during, and after an emergency.

- Training and Exercises: Those with assigned responsibilities in the plan, will attend classes and seminars, and participate in training exercises to prepare and practice for the wide range of events that may occur in the county.

C. Response

Response is the actual provision of emergency services during a crisis. These services protect life and property and speed recovery. Response activities include:

- Warning
- Evacuation
- Fire/rescue
- Law Enforcement response

D. Recovery

An integral part of this plan is what we do to recover from the effects of an emergency. This includes how to assess damage and direct those agencies coming to our aid. Recovery is both a short-term and long-term process. Short-term recovery operations focus on restoring vital services to the community and providing for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal or improved state. The recovery period can be an opportune time to institute mitigation measures, particularly those related to the recent emergency. Examples of recovery actions:

- Damage assessment
- Decontamination
- Disaster assistance
- Reconstruction

IV. Organization and Assignment of Responsibilities

A. Organization

In accordance with Sections 5502.21, 26, 27, 31 and 5705.36, 37 of the Ohio Revised Code, the Countywide Agreement for Franklin County was approved on August 30, 1988. The Chief Executive of each jurisdiction entering into the agreement shall select a representative to a county-wide Advisory Group for the purpose of appointing an Executive Committee. Under the direction of the Executive Committee, the Franklin County Emergency Management & Homeland Security shall implement emergency management in Franklin County in accordance with this agreement, and advise the Executive Committee on matters pertaining to county-wide emergency management.

It is the responsibility of the Franklin County Emergency Management & Homeland Security to coordinate the on-going activities of emergency management and functions in Franklin County, utilizing all available resources, public and private, to combat the effects of a disaster. The Director of the Franklin County Emergency Management & Homeland Security will be the Emergency Management Coordinator and will coordinate emergency response efforts between departments/agencies during a time of disaster.

Most of the departments and organizations in the county have emergency functions in addition to their normal duties and are responsible for developing and maintaining their own emergency management procedures.

1. Inter-jurisdictional Relationships

   a. The Chief Executive Officer (if applicable) of each jurisdiction within Franklin County is ultimately responsible for protecting lives and property in an emergency or disaster situation.

   b. When an event affects only one jurisdiction within the county, emergency operations will take place under that jurisdiction's direction and control with the county-wide agency supporting the operation through augmentation of resources. An alternate EOC may be activated in that jurisdiction.

   c. If an emergency or disaster affects more than one jurisdiction or disrupts the entire county, the county-wide EOC will be activated. Resource requests should be processed through the county-wide EOC to ensure that limited resources are utilized in the most efficient manner.

   d. During an emergency/disaster each group will be asked to perform those tasks which they are accustomed to performing on a daily basis or a logical extension of those tasks. Emergency response training should be provided prior to an incident for specific functions which are exceptions to a group's normal routine.

e. Each organization will be responsible for writing their policies and procedures. These will be coordinated with county-wide emergency operations planning to prevent an overlap of duties.

f. If all local resources are committed and assistance is still required, additional resources will be requested from the following sources in this order:

- Local government or contiguous local jurisdictions (Mutual aid)
- County government resources
- Local Private Industry
- State Government
- Federal Government (through OEMA)

Attachment IV - 1   Mutual Aid Summary

Attachment IV - 2   Procedures for Requesting State Resources

g. Disaster response by local government can be augmented by private industry and volunteer organizations coordinated through the Franklin County Emergency Management & Homeland Security.

2. Executive Actions

The elected officials of the county and local jurisdictions have the ultimate responsibility for the safety and welfare of the citizens and communities. To fulfill this responsibility, the various local governments must individually, and when appropriate, jointly implement plans to insure proper emergency actions are taken in a timely manner.

Elected officials will enact emergency legislation that will assist to resolve, enhance, or mitigate major disaster/emergency situations.

Attachment IV - 3   Sample local Declaration of Emergency

3. Lines of Succession

Succession is the process that is established to list the order or line of those entitled to succeed one another under emergency conditions.

- The line of succession of the County Board of Commissioners is from the Chairperson through the members of the board in order of their seniority on the board.

- The line of succession to the Emergency Management Coordinator is the Deputy Director of the Franklin County Emergency Management & Homeland Security.

- The line of succession of each department head is in accordance with the operating procedures established by each department.

4. Preservation of Records

Organizations must examine and identify vital records needed to continue operation during and after a disaster. Preservation of important records and measures to ensure continued operation and reconstitution is necessary for local government. It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by the designated official be protected and preserved in accordance with applicable state and local laws. Vital records include:

- Judiciary records
- Financial and insurance information
- Engineering plans and drawings
- Employee, customer and supplier databases
- Personnel files
- Tax records
- Payroll
- Vital statistics
- Computer tape and disk back-ups

Emergency operations activity reports also constitute vital records and should be accumulated and preserved to ensure continued operation and reconstruction of local government during and after catastrophic disasters.

Attachment IV - 4   Guidelines for Relocation and Safeguarding of Vital Records

B. Assignment of Responsibilities

Task assignments for major emergency response operations are primarily an extension of services that are provided on a daily basis by most departments and agencies. There may be a disaster situation that will require the services of most county employees. This could mean that many would assist in the public safety response effort, which would require working outside the scope of their day-to-day duties.

The following represents basic responsibilities accepted by elected officials, managers, departments and community agencies in response to a disaster. Law mandates some duties, while others are developed by departments and agencies to support continuity in emergency response efforts.

Responsibilities listed are not all inclusive, but should cover most major emergency operations. Departments/Divisions/Agencies with emergency task assignments are responsible for developing and maintaining their own internal emergency plans and operating procedures.

1.   Local Response -

a.   All participating agencies and organizations

- Prepare, maintain and implement internal department emergency operations procedures.
- Maintain updated lines of succession.
- Provide for the protection of department personnel.
- Maintain an accurate alert roster for mobilizing department personnel.
- Maintain an accurate inventory and sources of supply for required equipment and supplies.
- Participate in exercises.
- Develop mutual aid agreements.
- Familiarize all personnel with emergency responsibilities regularly.
- Participate in emergency training programs.
- Develop internal procedures to record disaster response expenditures for possible reimbursement.
- Safeguard vital records.
- Participate in incident debriefings.

b.   Chief Executives

- Implement direction, control, coordination, and policy-making functions as necessary to provide for optimum protection of public health and safety within the jurisdiction.
- Declare a state of emergency.
- Approve pre-planning, response goals, plans, and emergency accounting procedures.
- Direct and coordinate response that overlaps departmental lines or requires decisions as to which department(s) will perform various functions.
- Provide representatives to the EOC.
- Commit staff and resources of governmental departments, in the absence of the department head, or if it is beyond the scope of authority of the department head.
- Oversee public information regarding the disaster\emergency condition and recovery operation.
- Authorize special purchasing due to emergency conditions.
- Authorize the release of emergency public information statements.

c.   Franklin County Emergency Management & Homeland Security

- Maintain Franklin County Emergency Operations Plan and Annexes.
- Coordinate liaison between local, state, and federal agencies.
- Maintain an Emergency Operations Center.

- Coordinate communications during emergencies through the Emergency Communications Center located in the Emergency Operations Center.
- Coordinate damage assessment efforts and disaster funding for citizens, businesses, and governments with state and federal officials.
- Manage resources and maintain emergency resource database.
- Coordinate with private industry for use of privately owned resources.
- Coordinate public information and education.
- Maintain outdoor siren warning system.
- Provide training programs for the emergency management organization.
- Coordinate exercises and tests of the emergency systems within the county.
- Coordinate long-term recovery.

d. **Fire Services**

Fire services include all the fire departments within Franklin County. The jurisdictional Fire Chief is the Incident Commander in most situations. Fire service is responsible for the following tasks:

- Fire suppression.
- Heavy rescue operations.
- Hazardous material incident response.
- Emergency medical services.
- Search and rescue operations.
- Radiological monitoring.
- Evacuation recommendations, notifying evacuation authorities, and assisting in dissemination of evacuation notification.
- Fire code enforcement.
- Explosive device response.

e. **Law Enforcement**

Law enforcement includes; Franklin County Sheriff, local police departments, Ohio Highway Patrol, Ohio State University Police. Law enforcement is the primary on-scene coordinator for any civil disturbance and is responsible for these tasks:

- Maintenance of law and order.
- Crowd, traffic and restricted area control.
- Coordinate evacuations.
- Identify local emergency evacuation routes from high hazard areas.
- Security measures, including protection of vital facilities.
- Provide security for the Emergency Operations Center as needed.
- Assist in notification and warning of the general public.
- Provide security of homes, businesses, and property in damaged areas.
- Assist with initial impact assessment.

- Coordinate security for the damaged areas, vital facilities, equipment, staging areas, and shelter operations.

f.   Health Department

The health departments in this plan are the Columbus Health Department and the Franklin County Health Department and Ohio Department of Health. They are responsible for coordinating medical, health, and sanitation services including:

- Identifying health hazards.
    - Emergency public health and public information.
    - Assessment of health hazards from damage to water distribution and sewage collection systems.
    - Food and water inspection.
    - Nursing services as available and needed by the Red Cross.
    - Sanitation and vector inspections of shelters.
    - Environmental health regulation enforcement.
    - Environmental clean-up and spill response recovery procedures.
    - Preventive health services, including control of communicable diseases.
    - Clinical and immunization services.
    - Establishing quarantines.
    - Coordination of assistance from other jurisdictions, the State Health Department, and other public and private response agencies.
    - Coordinate environmental health activities for waste disposal, refuse, food, water control and sanitation.
    - Coordination of insect and rodent control.
    - Sanitation inspection/enforcement.
    - Epidemiological studies, maintenance of vital statistics.
    - Radiation monitoring.

g.   Engineering/Public Works

Engineering and public works includes the Franklin County Engineer, local jurisdiction engineering, street, and sewer and drain departments. Their duties are:
- Coordination of restoring public facilities, roads and bridges.
- Damage assessment for infrastructure and public facilities.
- Debris and snow clearance on roads and streets.
- Providing equipment, supplies, and personnel as needed.
- Supporting traffic control measures-providing signage, detours and barricades.
- Safety inspections – roads and bridges.

h.   Utilities

Includes public and private utilities, duties are:

- Priority restoration of service to vital facilities.
- Provision of emergency power as required.
- Damage assessment and estimation of recovery times.
- Inspection.
- Provision of emergency generators or other equipment as necessary and available.
- Coordination with other providers to restore service to victims.

i.   Emergency Medical Services

Emergency Medical Services is a system for coordinating pre-hospital functions or services that are provided on-scene. The fire departments have primary responsibility for EMS in Franklin County, supplemented by private emergency medical service companies. Emergency responsibilities are:

- Responding to disaster/emergency scene with personnel and equipment.
- Triage, treatment and transportation of the injured.
- Establishing and maintaining field communications and coordination with other emergency response departments, local hospitals, and the Central Ohio Poison Control Center.
- Assisting with the evacuation of non-ambulatory victims, and those who require special medical attention.

j.   American Red Cross

The American Red Cross through an MOU with the Franklin County Emergency Management & Homeland Security is responsible for ensuring that the mass care needs of the affected population are met. The American Red Cross will:

- Operate appropriate shelter facilities.
- Arrange for mass feeding and other appropriate support.
- Provide residential collected disaster survey and damage assessment data.
- Provide mobile canteen feeding service to emergency services workers during events expected to last in excess of three hours.
- Provide mental health and family assistance during disasters.
- Counsel and advice disaster victims on the availability of resources for long-term recovery assistance.
- Provide blood and blood products.
- Handle welfare inquiries from anxious relatives outside the disaster area.

k.   Hospitals

There are 11 hospitals in Franklin County. Area hospitals will:

- Provide medical guidance to EMS units and field triage teams for the treatment and handling of the injured.
- Make available, upon request, qualified medical personnel, supplies and equipment.
- Provide emergency treatment and hospital care for disaster victims.

l.   Legal

Legal services include the county prosecutor's office and local city attorneys, tasked with:

- Providing legal services to county commissioners and key responders for problems related to disaster and recovery operations.
- Preparing local declaration of emergency and other standby documents.
- Interpreting emergency laws and regulations.
- Advising officials and department heads on record keeping requirements and other documentation necessary for the exercising of emergency power.

m.   County Coroner

The Franklin County Coroner's emergency duties include:

- Establishing a temporary morgue in mass fatality emergencies.
- Determining when the deceased are removed from the scene.
- Identifying the deceased and determining the cause of death.
- Reporting casualty information through the EOC Public Information Officer.

n.   Human Services

Human Services includes both public and private human service organizations. These organizations are tasked with:

- Assisting in the provision of food, shelter, food stamps, and financial services to those left homeless due to a disaster.
- Identifying special needs populations.
- Referring disaster victims to appropriate social service agency for needed assistance.

o.   Finance, Budget, and Purchasing (All jurisdictions)

- Maintain records of financial transactions and purchases that deviate from normal procedures during a disaster.
- Establish and maintain a separate account of expenditures for the disaster.
- Assist in EOC with direction and control of resource management.

- Develop procedures for the procurement and delivery of essential resources and supplies for emergency situations.

p. **School Districts**

- Provide shelter facilities per agreement with the American Red Cross.
- Provide access to school district resources when appropriate and available – coordinated through the EOC.
- Coordinate evacuation and transportation operations for students during emergency situations.

q. **Central Ohio Transit Authority (COTA)**

- Provide mass transit vehicles and drivers for emergency evacuation.

2. **State Response**

State agencies with mandated responsibilities for emergency response will follow their established plans and procedures in support of the local jurisdiction.

Some of the state agencies with resources to support local responders are:

a. **Ohio Emergency Management Agency**

The Ohio Emergency Management Agency coordinates the activities of all state agencies for an emergency response within the state. As more becomes known about the incident the state EOC will be opened and emergency contact established with the affected jurisdiction. The state EOC will be opened to serve as a central communications and information site. Field coordinators may report to the county EOC to coordinate field activities and information. Federal resources will be requested through the Ohio Emergency Management Agency.

b. **Ohio Environmental Protection Agency**

The Ohio EPA's primary response function is to work to abate water, land and air pollution, protect and ensure safe water supplies and manage the disposal of solid and hazardous wastes or recovery of recyclable substances. EPA officials respond to an incident if needed to monitor and sample air, soil, and water. EPA can assist with decontamination procedures, evidence collection, and advise and assist clean-up contractors.

c. **State Fire Marshal**

The State Fire Marshal's primary response function is to assist in area control, incident description, and communications at the off-site incident command post.

If the incident is not fire related State Fire Marshal personnel will support other State agencies.

d. **Ohio Department of Health**

The ODH's primary response functions are: to prevent significant exposures to chemical or other toxic agents and disease, provide health services to the public, coordinate epidemiology and surveillance, perform laboratory testing, and coordinate follow-up.   An ODH Field Coordinator may report to the county EOC to coordinate field activities and information. ODH personnel respond to the field and work with local health department personnel and the county/city Health Commissioner(s) to perform monitoring and provide health services.

e. **State Highway Patrol**

The State Highway Patrol's primary response function is to provide support to other State and local law enforcement agencies. Generally, this support consists of traffic control and information gathering and dissemination. An SHP Post Commander or Assistant Post Commander may report to the county EOC along with a District Staff Officer to coordinate field activities and information. SHP personnel respond to the off-site incident command post and provide area control.

f. **Ohio National Guard**

The Ohio National Guard (ONG), coordinated by the Adjutant General of Ohio, provides military support to civil authorities to protect life and property and preserve peace and order in times of emergency, at the direction of the Governor of Ohio.

g. **Public Utilities Commission of Ohio**

The PUCO can provide information relating to the status of regulated public utility services in an area affected by an incident. PUCO personnel can serve as the State liaison with appropriate Federal agencies (U.S. DOT, NTSB, Federal Railroad Administration, CHEMTREC). The PUCO will maintain liaison with other State agencies to provide for communications and assist, if possible, in the dispatch/transfer of strategic supplies into an incident area.

h. **Ohio Department of Transportation**

ODOT's primary response function is to provide support in the form of information, equipment, and area control related to highways, bridges, and aviation and mass transportation facilities. ODOT personnel respond to the of-site incident command post and provide traffic assistance and information.

i. **Ohio Department of Natural Resources**

ODNR's primary response function is to protect the natural resources of the State including the forests, lakes, soils, wildlife, minerals, and water resources. This protection involves providing personnel and equipment for the emergency response, as needed. ODNR personnel respond to the off-site incident command post and perform assessment and provide information and resources, including providing land and facilities for use as mass care shelters and mobile home sites during an incident.

3.   **Federal Response**

The Federal Emergency Management Agency (FEMA) provides Federal support services for emergency activities. In partnership with State and local governments, FEMA supports management efforts by providing national program policy and guidance, as well as technical and financial assistance. It is FEMA's responsibility to coordinate the response of other Federal agencies which administer their own emergency programs. Requests from FEMA must be approved by the President of the United States before FEMA can provide assistance. Requests for Federal assistance must be channeled through the Franklin County Emergency Management & Homeland Security to the Ohio Emergency Management Agency.

Attachment VI-1   Mutual Aid Agreements

Summary of Franklin County Mutual Aid Agreements and Memoranda of Understanding Mutual Aid Provisions

Emergency Management Agencies

Mutual aid for the support of direction and control functions is addressed by agreements between the Franklin County Emergency Management Agency Director and emergency management directors from adjacent counties.

Law Enforcement

Mutual aid agreements with local law enforcement agencies and those in surrounding counties are on file at the Franklin County Prosecutor's Office.

Fire Service

Mutual aid agreements between fire departments are kept on file at the respective fire departments and at the County courthouse. Mutual aid will be activated in accordance with procedures set down in agreements between the fire organizations. Franklin County has 19 civilian fire organizations supported by 2 military departments. These groups provide mutual aid when requested.

Automatic Response is used extensively in Franklin County. This process provides for one jurisdiction to dispatch another jurisdiction's equipment on an as-needed basis without regard to jurisdictional boundaries.

Each Franklin County fire department that adjoins a fire department in an adjacent county has developed mutual aid agreements with those particular fire departments.

EMS

All EMS units within the county have agreed to abide by the provisions in ORC 9.60, which provides for cross boundary assistance.

Shelters

Mutual aid agreements between the American Red Cross and shelter sites will be maintained at the American Red Cross Chapter House.

Donations

A mutual aid agreement with the Mid-Ohio Food Bank for handling all unsolicited donations including food, clothing, and other personnel items for victims during a disaster.

All organizations with responsibilities outlined in the Franklin County Emergency Operations Plan are responsible for developing and maintaining departmental SOGs,

mutual aid agreements, personnel rosters including 24-hour emergency telephone notification numbers and equipment.

All signatories to the Franklin County Emergency Management & Homeland Security's County-wide Agreement, 1989, including all 13 cities, 12 villages, and 18 townships have agreed to mutual aid within all services. Franklin County and its political jurisdictions will utilize the processes, guides, protocols and procedures prescribed in the National Incident Management System (NIMS). The NIMS standardizes incident management for all hazards, regardless of scale or capability of the incident, across all levels of government. The NIMS structure is based on the Incident Command System (ICS) and the Unified Command System (UCS) for the command and management of emergency responses.

Memoranda of Understanding on file at the Franklin County Emergency Management & Homeland Security:

    a.   Central Ohio Transit Authority

    b.   Battelle Corporation

    c.   Greater Columbus American Red Cross

    d.   Mid-Ohio Food Bank

    e.   Licking County EMA

    f.   Delaware County EMA

Attachment IV-2   Procedures for Requesting State Assistance

All available local resources must be committed prior to determining if state assistance is required.

1.   Coordinate with county EM&HS director

Office phone, day: 614-794-0213

24 hour number: 614-882-6614

- Issue local declaration of emergency and provide the following information to:

> Ohio Emergency Management Agency
> 614-889-7150
> 614-889-7183 – Fax

Natural or man-made disasters
- Name and title of individual making request
- Description of disaster
- Statement of actions taken
- Specific help needed
- Estimate of number of persons affected
- Estimate of damage to public/private property
- Other pertinent information

Civil Disturbances
- Name and title of individual making request
- Description of disorder
- Statement of action taken
- Estimate number of persons involved
- Statement of number of law enforcement officers available/committed
- Explanation of why force is inadequate.

3.   Confirm the request by fax or law enforcement automated data system (LEADS)

> From: Local Head of Government
> To: Ohio Emergency Management Agency
>   2855 West Dublin Granville Road
>   Columbus, OH 43235-2206
>   (614) 791-0018 fax for Disaster Recovery Branch

Attachment IV-3 Sample Local Emergency Proclamation

Whereas, _____City/County, Ohio has been or is immediately threatened by a natural/man-made/technological hazard and/or nuclear or conventional attack, and;

(Give date, time, situation assessment, duration of hazard, duration of declaration) and;

Now, therefore, we, the Franklin County Board of Commissioners, declare that a state of emergency exists in the county and that we hereby invoke and declare those portions of the Ohio Revised Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the county for the exercise of all necessary emergency authority for protection of the lives and property of the people of Franklin County and the restoration of local government with a minimum of interruption.

Reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Section 5915 of the Ohio Revised Code.

All public offices and employees of Franklin County are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives-state and local.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operation plans, and to obey and comply with the lawful directions of properly identified officers.

Attachment IV-4 Procedures for the Relocation and Safeguarding of Vital Records

Local institutions of government, each department of county government, and each city, village, and township and their departments must survive and remain capable of carrying out their essential functions under all types of emergencies.

Responsibility for the preservation of essential records lies with local government offices. Each government must select, preserve, and provide availability of those records, which would be essential to the effective functioning of government and to the protection of rights and interests of persons under emergency conditions.

Responsibilities of each government:

- Identify, in advance, priority categories of essential records. These categories should include those records deemed essential for continuing critical government functions during an emergency and those records that are required to protect the rights and interests of all citizens.

- Label all records within the priority categories with identifiable markings. Priority of evacuation should be noted on record containers.

- Assess the vulnerability of stored records to direct and secondary damage from various disaster threats; i.e., fire, water, chemical damage, aftershock, vandalism, etc.

- Evaluate alternate records storage locations in light of hazard analysis.

- Make arrangements for transportation to relocate to alternate location if the need arises.

- Identify and retain copies of the records that will be needed during the emergency operations by management or the emergency response team.

- Safeguard vital computer information and records.

V. NIMS and Incident Command

A. National Incident Management System

Homeland Security Presidential Directive HSPD-5 established a single, comprehensive National Incident Management System (NIMS). NIMS provides a consistent national approach for Federal, State, and local governments to work effectively and efficiently together in response to incidents regardless of cause, size, or complexity.

The State of Ohio has adopted NIMS for all departments and agencies through Executive Order 2004-14T. Franklin County has adopted NIMS by resolution. Both State and local level jurisdictions are supporting NIMS implementation by completing the NIMS awareness course IS 700. Executive, Managerial, and Responder level personnel will have completed IS 700 by September 30, 2006 as directed. An initial baseline assessment of level of compliance with NIMS will be completed by September 30, 2006 through use of the NIMS Capability Assessment Support Tool (NIMCAST). After conducting the baseline assessment, each jurisdiction will then establish a strategy and timeframe for full NIMS implementation. The timeline is based on information from the NIMCAST assessment.

All signatories to the Franklin County Emergency Management & Homeland Security's County-wide Agreement, 1989, have agreed to mutual aid within all services. Franklin County and its political jurisdictions will utilize the processes, guides, protocols and procedures prescribed in the National Incident Management System (NIMS). The NIMS standardizes incident management for all hazards, regardless of scale or capability of the incident, across all levels of government. The NIMS structure is based on the Incident Command System (ICS) and the Unified Command System (UCS) for the command and management of emergency responses.

All federal, state, local, tribal, private sector and non-governmental personnel with a direct role in emergency management and response must be NIMS and ICS trained. This includes all emergency services related disciplines such as EMS, hospitals, public health, fire service, law enforcement, public works/utilities, skilled support personnel, and other emergency management response, support and volunteer personnel, as follows:

1) Entry Level
    i) FEMA IS-700: NIMS, An Introduction
    ii) ICS-100: Introduction to ICS or equivalent
        (a) Required by: September 30, 2006

2) First Line, Single Resource, Field Supervisors
    i) IS-700, ICS-100 and ICS-200: Basic ICS or its equivalent
        (a) Required by: September 30, 2007

3) Middle Management: Strike Team Leaders, Division Supervisors, EOC Staff, etc.
    i) IS-700, IS-800 NRP, ICS-100, ICS-200 *and in FY08, ICS-300*
        (a) Required by: September 30, 2008

4) <u>Command and General Staff; Area, Emergency and EOC Managers</u>
  i)   IS-700, IS-800, ICS-100, ICS-200 *and in FY08, ICS-300 and ICS-400*
    (a) Required by: September 30, 2008

NIMS calls for a nationwide system for credentialing personnel and equipment as part of the resource management component. The intent of credentialing is to authenticate individuals and their capabilities when responding to disasters. Ideally, it includes professionals and volunteers and is a standard system across disciplines and agencies.

NIMS recognizes the National Wildfire Coordinating Group ICS training as a model for course curricula and materials applicable to the NIMS.

B. Principles of the Incident Command System

The Incident Command System is used to manage an emergency incident or a non-emergency event. It can be used equally well for both small and large situations. The system has considerable internal flexibility.

It can grow or shrink to meet differing needs. A basic ICS operating guideline is that the person at the top of the organization is responsible until the authority is delegated to another person. Thus, on smaller situations where additional persons are not required, the Incident Commander will directly manage all aspects of the incident organization.

Incident Command has five major functions: Command, Operations, Planning, Logistics, and Administration. A detailed description of each function can be found in the Hazardous Materials Annex, page III-20.

Attachment V-1	**Incident Management Basis of Authority**
Attachment V-2	**Incident Command Organization Chart**

C. Establishment of Command

Command originating on scene is established by the following:

- Initial response unit arrives on the scene, surveys the emergency, and determines the need to establish command.
- Command is established by the initial responding units contacting the Police/Fire Communications Center, notifying them that command is established, and identifying the location.

Attachment V-3	**Incident Command - EOC Interface**

D. Transfer of Command

Command is transferred to change command locations or to improve the quality of the command organization, increasing or decreasing the size of the command structure. The following guidelines outline the transfer of command:

- The arrival on the scene of a higher ranking officer does not automatically indicate that a transfer of command has occurred.
- Transfer of command between command personnel will not occur until after a briefing. The briefing will include current situation status, current personnel and resource assignment status, and any public or personnel safety concerns.
- If the change in command was for the purpose of relocating to a different Command Post, the Incident Commander shall ensure that the Police/Fire Communications Center is advised of the physical location of the new Command Post. If an EOC is open, the EOC shall also be advised of the change of command.

E. Unified Command

Unified Command is a method for all agencies or individuals who have jurisdictional responsibility, and in some cases, those who have functional responsibility, at the incident to contribute to:

- Determining overall objectives for the incident plan.
- Selection of strategies to achieve the objectives.
- Ensuring that joint planning for tactical activities will be accomplished.
- Ensuring that integrated tactical operations are conducted.
- Making maximum use of all assigned resources.

This is accomplished without losing or giving up agency authority, responsibility or accountability. Unified Command allows agencies having a legitimate responsibility at an incident to be part of the Incident Command function. Common objectives and strategy on major multi-jurisdictional incidents shall be written. The objectives and strategies then guide development of the incident Action Plan. Application of a Unified Command is designed to be flexible enough to meet the needs of any agency that has jurisdictional or functional responsibility for the outcome of the emergency.

Under Unified Command, the following applies:

- The Incident will function under a single, coordinated Incident Action Plan.
- One Operations Section Chief will have responsibility for implementing the Incident Action Plan.
- One Incident Command Post will be established.

F. Termination of Command

Command shall be terminated when the emergency has de-escalated to a point where all personnel and material resources have either been released or returned to routine service levels. The Incident Commander shall complete the following prior to terminating command:

1. Survey the emergency scene to ensure that it has de-escalated to a point where command can safely and effectively be terminated.
2. Contact remaining field supervisors and all participating agencies and relay that command is about to be terminated.
3. Contact the Police/Fire Communications Center and advise them that Command has been terminated.

Attachment V-1   Incident Management Basis of Authority

<u>The State of Ohio</u>
The Governor - Ohio Constitution III section 5 - *Executive power vested in the governor*
- The supreme executive power of this State shall be vested in the governor.

Ohio Department of Natural Resources, Division of Forestry - ORC 1503.01 *Chief of forestry…*
- The chief may adopt rules for the administration and protection of state forests
- The chief shall be responsible for the forests in this state - **ORC 1503.011**
- The chief may appoint forest-fire wardens - **ORC 1503.09**

ORC 1503.11 *Duties of forest-fire wardens*
- Wardens shall have control and direction of all persons and apparatus while engaged in extinguishing forest fires, and may destroy fences, plow land, or set backfires to check any fire.

Ohio Dept. of Health - ORC 3701.03 - *General duties of the director of health.*
- The director shall administer the laws relating to health and sanitation.
- The director shall require reports, provide administration, use facilities, and make an annual report to the governor on activities - **ORC 3701.04**

ORC 3707.01 *Powers of the board; abatement of nuisances*
- The board of health shall abate and remove all nuisances
- The board may compel the owners, agents, assignees, occupants, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein.

Ohio Dept of Commerce, Div. Of Fire Marshal - ORC 3737.22 *Duties of fire marshal;*
- The fire marshal shall adopt and enforce the state fire code
- The fire marshal shall create bureaus of arson, inspection, and fire prevention

ORC 3737.80 *Hazardous materials emergencies*
- The chief of the fire department in whose jurisdiction …..is responsible for primary coordination of the on-scene activities of all agencies…..responding to the emergency…..

OAC 1301:7-1-03 *enforcement;* **FM102.7** *Authority at fires and emergencies*
- The fire chief or his authorized representative shall be in charge at the scene of a fire or other emergency involving the protection of life and/or property, and shall remain in charge until authority is relinquished

Ohio Environmental Protection Agency - ORC 3745.01 *Environmental protection agency created; powers and duties of director; laboratory facilities; records*
- The agency shall administer the laws [pertaining to waste]

Ohio Dept. of Mental Health - ORC 5119.01 *Powers and duties of director…*

- The director of mental health is the chief executive and administrative officer of the department of mental health.
- The director may establish procedure for the governance of the department
- Establish programs to further mental health

Ohio Dept. of Rehabilitation and Corrections - ORC 5120.01 *Director is executive…*
- The director of rehabilitation and correction is the executive head of the department
- All duties conferred on…the department…shall be under his control

ORC 5120.38 *Managing officer; duties*
- Wardens have entire executive charge of their assigned institution

Ohio Dept. of Youth Services - ORC 5139.03 *Institution management*
- The department of youth services shall control and manage all state institutions or facilities established for them.

Ohio Dept of Transportation - ORC 5501.02 *Director of transportation rules*
- The director shall have control of all duties, powers, and functions of the department
- The director shall have complete executive charge of the department over the divisions of design, operations, field districts - **ORC 5501.04**
- The director shall have general supervision of all roads comprising the state highways - **ORC 55-1.31**

Ohio Dept. of Public Safety - ORC 5502.01 *Public safety department,* **Emergency Medical Services - ORC 4765.03** *Executive director; medical director; employees*
1. The department of public safety shall administer all the laws pertaining to licensing of drivers and motor vehicles.
2. The director of public safety shall appoint the executive director for the board of emergency medical services.

Ohio Emergency Management Agency - ORC 5502.21 *Definitions*
- Emergency management includes enforcement of defense regulations, evacuation of personnel, control of traffic and panic, control of communications, lighting and warning systems, and activities after the hazard as well.

Ohio State Highway Patrol - ORC 5503.02 *Duties and powers of the highway patrol*
- Enforce the laws of the state relating to … motor vehicles
- Regulate the movement of traffic on the roads and highways of the state
- Arrest, without a warrant, any person … under the same circumstances and with the same power, any peace officer may make such an arrest.
- Enforce the criminal laws on all state property and institutions

- Enforce the criminal laws within the area threatened by riot, civil disorder, or insurrection [pursuant to an order by the governor]
- May never be used as peace officers in connection with any strike or labor dispute
- No state official shall command, order, or direct any state highway patrol trooper to perform any duty or service that is not authorized by law
- May render emergency assistance to any other peace officer [if threat of physical danger is present and assistance is required]

Ohio National Guard - ORC 5919.01 *Composition and organization of Ohio…Guard*
1. Shall conform to and be organized in accordance with [department of defense plans for]
2. Governor is commander-in-chief

County
Sheriff - ORC 311.07 *General powers and duties of the sheriff; cooperation with other agencies in emergency; organized crime task force membership*
1. Preserve the public peace [and commit to jail those that breach it]
2. May call upon the [resources of any adjoining county, municipal corporation, or township]…as may be necessary to preserve the peace

County Commissioner - ORC 307 *Board of county commissioners - Powers,* **ORC 307.01** *public facilities; discretion of county commissioners…*
- Provide equipment, stationary, and postage for proper conduct of county offices
- Appropriate the money [for the court of common pleas]
- Further powers are described in the rest of **CH 307**

County Emergency Management Agency - ORC 5502.26 *Countywide emergency management agency*
- …A countywide emergency management agency organized under this section shall establish a program for emergency management that … includes, without limitation, development of an emergency operations plan.
- The director/coordinator of emergency management for a countywide agency organized under this section shall be responsible for coordinating, organizing, administering, and operating emergency management in accordance with the agency's program established under this section, and subject to the direction and control of the executive committee.

City (Under the municipal corporation, design, not *necessarily charter cities)*
Mayor (city) - ORC 733.03 General powers of mayors in cities…
- Chief conservator of peace within a city

Director of Public Safety (city) - ORC 737.02 *General duties; records; contracts*
- Executive head of police and fire departments
- Chief administrative authority of charity, correction, and building departments
- All powers and duties connected with and incident to the appointment, regulation, and government of such departments

Chief of Police (city) - ORC 737.06 *Chief of police*
- Exclusive control of the stationing and transfer of all patrolmen, auxiliary police officers, and other officers and employees in the police department, and police auxiliary unit, under such general rules as the director of public safety describes

Chief of the Fire Department (city) - ORC 737.09 *Chief of the fire department*
- Exclusive control of the stationing and transfer of all firemen and other officers and employees in the department, under such general rules as the director of public safety describes.

<u>City (Village</u>) (Under the municipal corporation design)
Mayor (village) - ORC 733.24 *Mayor of village …*
- Chief conservator of the peace
- Control of the village marshal - **ORC 737.19**; control of the village fire officer - **ORC 737.22**

Marshal (village police) - ORC 737.19; *Powers and duties of marshal; control…*
- Exclusive authority over the stationing and transfer of all deputies, officers, and employees within the police department of the village, under such general reles as the mayor describes
- Suppress … breaches of the peace

Fire Chief (village) - ORC 737.22 *Appointment of village fire chief, fire prevention …*
- The mayor shall appoint a fire chief or a fire prevention officer

<u>Townships</u>
Township Trustees - ORC Trustees
> 1. May appoint township administrator, establish fire protection, and establish police protection

Township Administrator - ORC 505.032 *Duties of administrator*
> 2. Supervise and direct the activities of the division of township government

Township Fire Protection - ORC 505.37 *Fire protection powers and duties*
> 3. The head of the fire department is fire chief - **ORC 505.38**

Township Police Protection - ORC 505.48 *Township Police district*
The head of the police department is the chief - ORC 505.49

Attachment V-2 – Incident Command Organization Chart

Incident Command System

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                          ┌─────────────────────┐
                          │  Incident Command   │
                          └─────────────────────┘
          ┌──────────────────────┐     ┌──────────────────┐
          │  Information Officer  │     │  Safety Officer  │
          └──────────────────────┘     └──────────────────┘
          ┌──────────────────────┐
          │   Liaison Officer    │
          └──────────────────────┘
```

Operations Section	Planning Section	Logistics Section	Finance/Administration Section
Staging areas	— Resources Unit	— Service Branch	— Time Unit
	— Situation Unit		— Procurement Unit
— Branches	— Demobilization Unit	— Communications Unit	— Compensation/claims Unit
— Divisions	— Documentation Unit	— Medical Unit	— Cost Unit
— Groups		— Food Unit	
		— Support Branch	
— Strike Teams			
— Task Forces		— Supply Unit	
— Single Resources		— Facilities Unit	
		— Ground Support Unit	

Attachment V-3 ICS/EOC Interface

Executive Group

Direction & Control

Public Information

Emergency Management Coordinator

Coordination

Resource Mgmt.

Prioritization

Damage Assmt.

Operations Group

Emergency Operations Center

Support Services Group

Information Mgmt.
Communication

Assessment Coordination

Disaster Analysis

Off-site
On-site

Command Post

Communication Support

Administration Support

Incident Commander

Off-site
On-site

Safety
Information
Liaison

Operations

Planning

Logistics

Finance/ Administration

Branch Director

Branch Director

Service Branch

Support Branch

Legend

————	Direct span of control
——	Direct line of coordination
–·–·–·	Indirect line of coordination
Italics	Primary function of EOC
☐	Functional group of ICS & EOC

Division

Group

Strike Team

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VI. Emergency Response Functions

Emergency Response Functions represent functional groupings of types of assistance that jurisdictions are likely to need. A single agency, the Primary Agency, is charged with responsibility for each Emergency Response Function with several other agencies, Support Agencies, supporting the Primary Agency. The designated Primary Agency is responsible for coordinating the activities of the function. The agency may have a statutory responsibility to perform that function, or through its regular responsibilities, the agency may have developed the necessary capabilities and resources to lead the function.

Agency/Function Responsibility Chart

Emergency Response Functions P = Primary S = Support	Evacuation	Communications & Information Technology	Engineering, Public Works	Fire Fighting & Rescue	Emergency Operations Center	Mass Care	Resource Management	Public Health	Emergency Medical / Mass Casualties	Damage Assessment	Warning	Emergency Public Information	Law Enforcement	Recovery
Emergency Response Function	ERF #1	ERF #2	ERF #3	ERF #4	ERF #5	ERF #6	ERF #7	ERF #8	ERF #9	ERF #10	ERF #11	ERF #12	ERF #13	ERF #14
Franklin County Emergency Management & Homeland Security	S	P			P	S	P			S	S	P		
Columbus Fire					S						P			
Franklin County Sheriff	P	S			S								P	
City of Columbus Communications														
Jurisdiction Executives					S		P			P		S		P
Local Fire Departments	S			P	S				P					
Local Law Enforcement	P				S								P	
Ohio State Patrol													S	
COTA	S				S									
American Red Cross					S	P	S		S	S				
Health Departments					S			P						
Ohio Department of Health									S					
Hospitals					S			S	P					
County Engineer			P		S									
Local & Private Utilities			P		S									
State Agencies			S				S			S				S
Federal Agencies							S			S				S

ERF # 1   Evacuation

Primary Agencies
Law Enforcement

Support Agencies
Franklin County Emergency Management & Homeland Security
COTA
Fire Services

Purpose

ERF # 1 Evacuation deals with the movement of people to a safe area, from an area believed to be at risk, when emergency situations necessitate such action. This function outlines the provisions that have been made to ensure a safe and orderly evacuation.

An evacuation is undertaken when it is perceived that there is or may soon become an unacceptable level of risk to health and/or safety of people in a given area. If the perception of unacceptable risk is initially arrived at and acted upon by individuals, the evacuation is termed "spontaneous." If governmental entities first perceive the need to evacuate, the process can be termed an "organized" evacuation. This function concentrates on an "organized" evacuation.

An alternative to physical evacuation is for citizens to remain in their homes and Shelter-In-Place under certain emergency conditions, such as a hazardous material spill.   Shelter-In-Place procedures can be found in the Hazardous Materials Annex.

Operations and Responsibilities

1.   Decision to evacuate

a.   Responsibility

The Ohio Revised Code authorizes township and municipal police and fire departments and the County Sheriff the power to protect the lives and property of the citizens in their jurisdictions. The Sheriff and the fire and police chiefs are empowered to determine the need and order evacuations during emergencies. When time allows, evacuation orders will be coordinated with the chief executive officer of the affected jurisdiction before they are released to the public.

It is usually the Incident Commander's responsibility to make the decision that an evacuation is necessary, and to define the area requiring evacuation. In most cases the Incident Commander is the ranking fire official. Once the decision has been made to evacuate, law enforcement is responsible for carrying out the task.

b.   Decision Factors

There are several factors that must be considered in making the decision to evacuate or shelter-in-place:

- Type of emergency
- Magnitude
- Intensity
- Spread of onset
- Duration
- Demographic impact

These factors will determine the number of people to be evacuated or sheltered and the time constraints and travel distance required to ensure the safety of the population.

Other important issues are the availability of evacuation routes, their capabilities and their vulnerability to the hazard. Mode of transportation is also significant and provision must be made for those unable to supply their own transportation.

2.   Notification to Evacuate

Whether the decision is to evacuate or to shelter-in-place, people should be given as much information and warning time as possible.

a.   Pre-evacuation Notice

On slow-moving events, pre-evacuation notice should be given to affected residents if it appears that hazardous conditions may warrant such actions. Residents should be advised that they might have to evacuate upon thirty-minute notice or less.

- Specific information should be given on:
- Area to be evacuated
- Evacuation routes
- Assembly points
- Mass care shelters
- Supplies to take
- Instructions for pets
- Instructions for safe return to their homes after the incident

b.   Notice to evacuate

All warning modes should be utilized to direct the affected population to evacuate. Whenever possible, the warning should be given on a direct basis as well as through the media. Law enforcement and fire personnel in vehicles driving throughout the affected area with sirens and public address systems may be used. Door-to-door notification may also be used if there is enough time and personnel. Care should be taken to minimize risk to these officers if the incident suddenly escalates.

Law enforcement personnel will sweep the evacuated area to insure that all persons have been advised and have responded. Persons who refuse to follow evacuation instructions will be left alone until all who are willing to leave have been provided for, then, time and safety permitting, further efforts will be made to persuade these people to leave.

c.   Emergency Public Information

Emergency Public Information concerning evacuation orders will be released from the EOC to all available media. The Public Information Officer (PIO) will insure that evacuation information is disseminated to the media on a timely basis. Instructions to the public such as highway routes to be followed, location of temporary reception centers as well as situation updates will be issued as that information becomes available.

Once the danger has passed, the affected population must again be notified that they may return to normal activities. Additional instructions will be given, such as health advisories, instructions on how to clean and air out buildings, etc.

d.   Notification of Special Facilities

Facilities, which are expected to require special planning and resources, to carry out evacuations include hospitals, prisons, and institutions for the disabled, nursing homes and indigent care providers. All facilities of this type within the area to be evacuated will be warned of the emergency situation by the EOC.

These facilities will be advised to activate their emergency plans. If additional assistance is needed by a facility, emergency response will be coordinated through the EOC.

c.   Special Needs Population

The Franklin County Special Needs Sheltering Plan contains provisions for notification, transportation, and sheltering of those who require help beyond that available to the general public.

3.   Determining the Evacuation Area

The definition of the area to be evacuated will be determined by those officials recommending the evacuation, based upon the advice of appropriate advisory agencies. The hazard situation will be continually monitored in case changing circumstances require redefinition of the actual potential affected area. The command authority will ensure that the evacuation area is defined in terms clearly understandable by the general public and that this information is provided to the PIO for rapid dissemination. This could also result in command making the decision to shelter-in-place instead of to evacuation

4.   Transportation

It is anticipated that the primary evacuation mode will be in private vehicles. Actual evacuation movements will be coordinated by the law enforcement agencies involved. Evacuation routes and alternate routes will be selected by law enforcement officials based on the incident location and situation.

The American Red Cross, in cooperation with local authorities at the shelter sites, will designate parking areas. The jurisdiction's law enforcement officers or their designated volunteers will provide vehicle security.

Evacuees without vehicles will be transported by COTA bus or school bus, depending upon availability of resources. Assembly points where evacuees may board buses will be announced by the media and/or public address systems in the affected area.

Traffic control devices, such as signs, lights, and barricades will be provided by the local jurisdictions engineering departments.

5.   Security

Law enforcement will provide security for the evacuated area to prevent looting and possible problems with unauthorized personnel. Other officers will be assigned to shelters and critical facilities/resources as needed.

6.   Re-Entry

Reoccupation of an evacuated area requires the same consideration, coordination and control as the original evacuation. The Incident Commander, consulting with local, state, and federal officials if necessary, determines return criteria and issues a statement through the Public Information Officer authorizing the return of evacuees. The decision and order will be made after the threat has passed and the evacuated area has been inspected by fire, law enforcement and utilities officials and deemed safe for reoccupation. Some specific re-entry considerations are:
- Insure that the threat which caused the evacuation is over.
- Insure that individual homes have been inspected to determine in they are safe to reoccupy. PIO announcements will outline what areas are safe and those that are not safe to re-enter.
- Determine the number of persons, in shelters, who will have to be transported back to their homes.
- If homes have been damaged, determine the long-term housing requirements.
- Coordinate traffic control and movement back into the area.
- Provide security to home owners from the effects of looters and thieves.
- Inform the public of proper re-entry actions, procedures and precautions when reactivating utilities, etc.
- Provide and issue proper cleanup instructions and safety tips.
- Provide transportation of essential workers in to the disaster area.

ERF # 2   Communications & Information Technology

Primary Agency
Franklin County Emergency Management & Homeland Security

Support Agencies
City of Columbus Division of Communications
Franklin County Communications System

Purpose

The purpose of the ERF # 2 Communications & Information Technology is to outline primary and backup communications procedures and capabilities to be employed in the event of a small or large-scale emergency/disaster in Franklin County, and to assure provisions for communications to support county and municipal response efforts before, during, and following the actual or potential disaster impact.

ERF # 2 will coordinate the communications assets (both equipment and services) available locally as well as from state agencies, volunteer groups, county agencies, the telecommunications industry, and the military. This will be the focal point of all communications activity in Franklin County before, during, and after activation of the Emergency Operations Center.

Operations and Responsibilities

1. The Emergency Communications Center

The Emergency Communications Center (ECC) is part of the Franklin County Emergency Operations Center. The ECC is utilized during severe weather watches/warnings and during full EOC activation.

a.   Weather Watches/Warnings

FCEM&HS staff monitors local and regional weather conditions daily, noting forecasts, special announcements and weather statements from the National Weather Service.

When severe weather enters Ohio and appears to be tracking toward Franklin County the staff member on call will assume responsibility for tracking the weather system. If during non-working hours, the on-call person will be paged by the NWS and/or Franklin County Sheriff. The back-up staff member will also be notified and both will report to the office if the situation warrants.

FCEM&HS staff will notify, by the metro alert radio system or telephone, local fire departments and law enforcement of possible severe weather conditions. Staff will be in contact, by telephone, and 800 MHz radio with the NWS, and will monitor the Central Ohio Weather Net if it is activated.

If weather conditions escalate, staff will update all contacts and make a decision to activate the EOC.

b.   Other Emergency Events

For other emergency events, (i.e. hazardous material spills) the FCEM&HS on-call staff person will be paged by the Franklin County Sheriff Radio Room during non-working hours. Depending upon the severity of the incident, the on-call person will report to the incident scene or call for EOC activation.

Additional staff may be asked to report to the EOC to secure and make operable communications equipment and supplies as needed. Communication with emergency personnel at the scene will be established, as well as with other jurisdictions and agencies. Communication into and out of the EOC will be primarily by land line phone, cell phone, and 800 MHz radio. Amateur radios may be utilized as back-up communication to and from; disaster sites, shelters, hospitals, feeding facilities, supporting agencies and transportation resources.

2. ECC Communication Capabilities

a.   800 MHz System

The City of Columbus and Franklin County have formed a consolidated county-wide 800 MHz plan. There are currently more then 90 agencies with the city and county systems combined. The system is available to any public Safety Agency in the county.

The plan is made up of three separate trunked radio systems under a single integrated management to coordinate routine and emergency communications. One system expands the Columbus trunked system serving all public safety users. The second system expands the county system for general service agencies. The third system is a state-wide system that permits communications with various state agencies. The regional Tactical Interoperability Communications Plan (TIC Plan) describes the regional communications assets available, who controls those resources and the rules pertaining to the use of those assets.

FCEM&HS staff members have their own assigned 800 MHz radios, and the ECC has a base station. The agency is also home to 22 additional handheld radios for use during emergencies, and these radios can also be loaned out to jurisdictions on a temporary basis.

A special talk-group, Metro Alert, has been established on the public safety system. This talk-group is used to alert all public safety forces as well as participating public service agencies of major emergencies and threats to life or public safety. A Metro Alert broadcast provides simultaneous communication between all public safety agencies in Franklin County.

Attachment ERF # 2 - 1   800 MHz Radio Users - Columbus System

Attachment ERF # 2 - 2   800 MHz Radio Users - County System

b.   Telephones

The ECC has land line, satellite fixed and mobile, and cellular phone capability. There are currently 5 incoming lines, plus a dedicated line to the Franklin County Sheriff Radio Room, and a dedicated line to the Columbus Fire Alarm Office. Plans are currently being made to use cellular phones during EOC activation. FCEM&HS staff members carry cell phones and the agency has access to 12 additional cell phones via Nextel. All responding agencies also have cell phone capabilities. In the event of a large scale incident, Nextel can provide a stand alone mobile cell site with 100 cell phones.

c.   Additional Systems

The City of Columbus frontline fire, police & EM&HS vehicles have Mobile Data Systems installed to provide; dispatching information, status information, an automated pathway to LEADS, and messaging between units and other functions.

The ECC has 2-meter radio, HF, ATV, WINLINK, ALE and Packet radio capability, in addition to all mode digital on amateur band. The 2-meter radio is primarily used to monitor the Central Ohio Weather Net. Amateur radio operators can also be called in for back-up communications if needed.

City of Columbus has a mobile communications truck, and the county Sheriffs has a mobile communication truck that is available with a cache of radios for distribution, and have the capabilities to patch disparate radio systems.

A computer based weather forecast system EMWIN and NOAA Weather Radio are used to receive NWS messages.

The ECC also has television, large screen projection, and computer equipment to monitor situations.

3. Response Actions

Under the leadership of the Emergency Communications Center, representatives of the support agencies, as requested by the primary agency, will staff the EOC. The role of the primary agency will be to focus coordination, and manage the combined agencies' efforts.

- Begin accessing needs to pre-stage communications assets for rapid deployment into the affected area(s).
- Each support agency should determine what assets are available and nearest to the affected area(s) and the time frame in deploying those assets.
- Plan the recovery process according to cumulative damage information obtained from assessment teams, the telecommunications industry, the EOC and other agencies.
- Assemble a listing of all local communications assets available to support a recovery mission, including volunteer and other local agencies, and industrial resources.

4. Tactical Interoperable Communications

In 2006 the Urban Security Initiative created a Tactical Interoperable Communications plan for all of the Columbus Urban Area including all jurisdictions within the county. This plan is determined public safety sensitive and is for official use only, but contains details on how our radio communication system would work in a disaster, and will be a supporting annex to this EOP.

Attachment ERF # 2 - 1   800 MHz Radio Users - Columbus System

ALEXANDRIA FD (Licking Co.)	JEFFERSON TWP FD
AMERICAN RED CROSS	JEFFERSON TWP FD (Madison Co)
ANIMAL CONTROL	JEROME TWP FD (Union Co)
BASIL J.F. DIST. (Fairfield Co)	LIBERTY TWP FD (Delaware Co)
BEXLEY PD	LICENSE SECTION
BLENDON TWP PD	LICKING CO EMA (Licking Co)
BLOOM TWP FD (Fairfield Co)	MADISON TWP ADMIN
BRICE PD	MADISON TWP FD
CENTRAL OHIO SEVERE Wx NET	MADISON TWP PD
CHILDREN'S HOSPITAL E.R.	METRO EMERGENCY COMMUNICATIONS CENTER
CITY CENTER SECURITY	MED FLIGHT
CLINTON TWP FD	METRO PARKS
CLINTON TWP PD	MIFFLIN TWP FD
CMH FIRE	MIFFLIN TWP PD
CMH POLICE	MINERVA PARK FD
CMH TOWER	MINERVA PARK PD
COLUMBUS COMMUNITY HOSP	MT CARMEL EAST E.R.
COLUMBUS FD	MT CARMEL EAST ICU/TRAUMA
COLUMBUS HEALTH DEPT	MT CARMEL WEST E.R.
COLUMBUS PD	NEW ALBANY PD
COLUMBUS REC. & PARKS	NORWICH TWP FD
COLUMBUS SAFETY DIRECTOR	OBETZ PD
COLUMBUS TELECOMMUNICATIONS	OHIO HEALTH DEPARTMENT
COMMUNICATIONS DIV	OHIO ORG. CRIME INVEST. CMSN.
COMMUNICATIONS 800	ORANGE TWP FD (Delaware Co)
COMMUNICATIONS 800 DATA	OHIO STATE HIGHWAY PATROL
COMMUNICATIONS E.R.V.	OSU FD
COTA	OSU HOSPITAL
DELAWARE CO EMS SERVICES	OSU HOSPITAL- EAST
DELAWARE CO SHERIFF	OSU PD
DEVELOPMENT DEPT	PARKING VIOLATIONS
DOCTOR'S NORTH HOSP	PERRY TWP FD
DOCTOR'S WEST HOSP	PERRY TWP PD
DSCC FD	PLAIN TWP FD
DUBLIN FD	PLAIN CITY (Union Co)
DUBLIN PD	PLEASANT TWP FD
ELECTRICITY	POISON CONTROL CENTER
FACILITIES MGT	POWELL PD
FAIRFIELD COUNTY SHERIFF	PRAIRIE TWP FD
FBI	REYNOLDSBURG PD
FRANKLIN CO CORRECTIONS	RIVERSIDE HOSPITAL
FRANKLIN CO COMMON PLEAS CT	ST. ANN'S HOSPITAL
FRANKLIN CO DATA CENTER	SCIOTO TWP FD (Pickaway Co)
FRANKLIN CO EMA	SEWERS AND DRAINS
FRANKLIN CO EMA TASK FORCE	SHARON TWP PD
FRANKLIN CO FACILITIES	TRANSPORTATION- ENG & CONST
FRANKLIN CO HEALTH DEPT.	TRANSPORTATION- TRAFFIC ENG.
FRANKLIN CO MUNI COURT	TRURO TWP FD

FRANKLIN CO RADIO ADMIN
FRANKLIN CO SHERIFF
FRANKLIN TWP FD
FRANKLIN TWP PD
GRANDVIEW FD
GRANDVIEW PD
GRANT HOSP E.R.
GREENFIELD TWP FD (Fairfield Co)
GROVE CITY PD
GROVEPORT ADMIN
GROVEPORT PD
HAMILTON TWP FD
HARRISBURG PD
HARRISON TWP FD (Pickaway Co)
HEATH FD
HILLIARD PD
JACKSON TWP FD

UPPER ARLINGTON FD
UPPER ARLINGTON PD
U.S. MARSHAL SERVICE
U.S. MARSHAL SERVICE- DAYTON
U.S. SECRET SERVICE
VALLEYVIEW PD
VIOLET TWP FD (Fairfield Co)
WASHINGTON TWP FD
WATER DIV
WEIGHTS AND MEASURES
WEST LICKING FD (Licking Co)
WESTERVILLE FD
WESTERVILLE PD
WHITEHALL FD
WHITEHALL PD
WORTHINGTON FD
WORTHINGTON PD

Attachment ERF # 2 - 2   800 MHz Radio Users - County System

1   Franklin County Animal Control
2   Franklin County Board of Health
3   Franklin County Community Based Corrections
4   Franklin County Coroners
5   Franklin County Data Center
6   Franklin County Engineers
7   Franklin County Juvenile Detention Center
8   Franklin County MRDD
9   Franklin County PFM-Admin
10   Franklin County PFM-Parking
11   Franklin County Sheriffs Court Services
12   COC Engineering & Construction
13   COC Electrical Division
14   COC Parks & Recreation
15   COC Parks & Recreation-Aquatics
16   COC Dept. of Utilities/Sewerage & Drainage
17   COC Traffic Engineering
18   COC Trade & Development
19   City of Groveport-Public Works
20   City of Upper Arlington-Service Division
21   City of Reynoldsburg-Buses
22   City of Westerville-Fire
23   City of Westerville-Police
24   City of Westerville-Service
25   COTA
26   Truro Township
27   Madison Township
28   Willo Security
29   Med-Flight of Ohio

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ERF # 3   Engineering, Utilities and Public Works

Primary Agencies
Franklin County Engineer
Public Utilities
Private Utility Companies

Support Agencies
State-level Departments
Private Contractors

Purpose

The purpose of ERF # 3 Engineering, Utilities, and Public Works is to provide public works and engineering support to assist in needs related to lifesaving or life protecting in the event of a major emergency.

Public Works and Engineering support, includes technical advice and evaluations, engineering services, construction management and inspection, emergency contracting and emergency repair. Activities include:

- Emergency clearance of debris for reconnaissance of the damaged areas and passage of emergency personnel, supplies and equipment.
- Clearing, repair or construction of damaged emergency access routes.
- Emergency restoration of critical public services and facilities.
- Emergency demolition or stabilization of damaged structures and facilities designated as immediate hazards to public health and safety.
- Technical assistance and damage assessment.

Operations and Responsibilities

1.   **Franklin County Engineer**

The Franklin County Engineer will be the overall coordinator of engineering and public works functions in the event of a major emergency in the county. The County Engineer will maintain and repair the same areas after a disaster as they do on a daily basis. Responsibilities include:

- Repair of roads and bridges
- Performing damage assessment operations
- Providing engineering services and advise
- Emergency clearance of debris
- Assist in barricading roads
- Maintain contact with the EOC

- **Municipal Engineer and Public Works Departments**

    o Municipal engineering and public works departments will have duties and responsibilities similar to those of the County Engineer, within their respective jurisdictions.

- **Municipal and Township Street Departments and Road Crews**

- Each municipality and township will maintain and repair the same areas after a disaster as they do on a daily basis. Duties include:
    o Repair and maintain streets
    o Perform damage assessment
    o Clear debris in an emergency
    o Assist in decontamination activities
    o Provide equipment and operators as needed
    o Drain flooded areas
    o Maintain contact with EOC

- **Utility Departments**

- Utility departments are responsible for protecting sources of potable water and sanitary sewage systems from the effects of potential hazards. Responsibilities include:
    o Maintain storm sewers
    o Maintain water pressure
    o Coordinate with Health Department for water testing
    o Decontaminate water system
    o Assess damages
    o Maintain sewage systems
    o Maintain electric service.

- **Electric Companies**

Electric Companies will determine the extent of any power failure and report the information to the Franklin County Emergency Management & Homeland Security. They will activate their emergency response plans and coordinate support for emergency power at hospitals, nursing homes, and others with emergency power needs. Power will be restored following a prioritization list for restoration of service.

- **Gas Companies**

Gas Companies will determine the extent of any failure and report the information to the Franklin County Emergency Management & Homeland Security. They will activate their emergency response plans and coordinate support for emergency operations at hospitals,

nursing homes, and others with emergency needs. Gas will be restored following a prioritization list for restoration of service.

ERF # 4   Fire Fighting and Rescue

Primary Agency
Local Fire Department

Support Agencies
Adjoining Fire Departments

Purpose

The purpose of ERF # 4 - Fire Fighting and Rescue is to coordinate Franklin County's fire fighting and rescue capabilities to ensure appropriate utilization of local fire resources. This involves managing and coordinating fire fighting resources in the detection and suppression of fires, rescue operations, and mobilizing and coordinating personnel, equipment and supplies in support of local entities.

The responsibilities of fire services in disaster situations are basically the same as in daily operations. Disaster operations differ in that fire departments may be called upon to perform additional tasks. They may have to coordinate their operations with other disaster response forces and will have to coordinate and report their on-scene activities to a Fire Services rep in the EOC.

Operations and Responsibilities

1.   Mutual Aid

Mutual Aid is a system of reciprocating services whereby firefighting agencies agree to provide fire protection, emergency medical services, or similar emergency response services to the other, the same as is provided to their own jurisdiction, in exchange for like consideration from the other party.

Written Mutual Aid contracts should be secured, when required by the jurisdiction, between each jurisdiction and/or agency with whom mutual aid is shared on a regular basis.

It is the intent of the Franklin County Fire Chiefs, to utilize mutual aid in a manner that provides the most practical and effective delivery of service to the citizens of their respective jurisdictions.

2.   Additional Response

Mutual Aid assistance sought following size-up or evaluation of the incident by the Incident Commander shall be referred to an "Additional Response".

3. Automatic Response

Automatic Response is the mutual aid practice of automatically, upon receipt of an alarm or report of fire, dispatching the closest available response units, regardless of political jurisdiction. Operating under a program of "Automatic Response" shall be done only between jurisdictions having Mutual Aid contracts.

Attachment ERF # 4-1   Fire Departments in Franklin County

4. Response Procedures

Fire service organizations within Franklin County will:
- Act as the Incident Commander for most major incidents.
- Control and suppress fires.
- Perform emergency medical services.
- Transport victims to local hospitals.
- Coordinate all fire services activities with other emergency response. Organizations at the scene and at the EOC.
- Conduct response and rescue activities in accordance with written Suggested Operating Guidelines (SOGs).
- Direct evacuation efforts in coordination with elected officials of the affected jurisdiction and law enforcement officers.
- Direct radiological response and hazardous material response in coordination with appropriate state/federal organizations.
- Supply initial damage assessment reports to the Franklin County Emergency Management & Homeland Security as requested.
- Maintain mutual aid agreements

a. Suggested Operating Guidelines (SOGs)

The Franklin County Fire Chiefs have published and endorsed the following SOGs:
- Accountability
- Format for SOGs
- Dumpster Fires
- Residential Fire
- Vehicle Fires
- Incident Command
- Emergency Evacuation
- Small Hazardous Material Spills
- High Rise Fires
- Multiple Casualty Incident
- Off Field Air Crash
- Mutual Aid
- Rapid Intervention Crew

- Commercial Fire
- Natural Gas
- Bomb Response Procedures
- Customer Service
- Emergency Incident Rehabilitation
- Hazardous Material Cost Recovery
- Emergency Response 800 MHz Radios
- Disaster Call-in
- Weapons of Mass Destruction

All officers are responsible for the training of firefighting personnel and for ensuring proper compliance with these guidelines.

b.   Incident Command

Franklin County Fire Departments operate within the Incident Command System which is described extensively in Section V of this document.

c.   Rescue

When the response requires a rescue, some guidelines to consider are:
- Determine if any persons are missing.
- Determine in which part of the building they would have most likely been.
- Evaluate the possibility the person could still be alive.
- Examine the risks to rescue personnel.
- Weigh risks against the possibility person is still alive
- Rescue personnel should not be placed in jeopardy when the situation is uncertain.

d.   Radiological

Fire service personnel are trained in radiological monitoring. Monitoring equipment, appropriate protective equipment, instruments, and clothing are available and are maintained by fire departments.

Additional support for radiological assistance may be obtained from Battelle Memorial Institute through an agreement with the Franklin County Emergency Management & Homeland Security. When capabilities and resources are not sufficient, Battelle staff and resources may be utilized for emergency response services and information.

e.   Hazardous Materials

Response to a hazardous material incident is discussed at length in the Franklin County Hazardous Materials Annex. This document was developed by the Franklin County Emergency Management & Homeland Security and the Chemical Emergency Preparedness Advisory Council in accordance with SARA, Title III requirements.

f.   EOC - Incident Command Interface

A fire representative will report to the EOC upon its activation to coordinate fire and rescue activities with the Incident Commander. The EOC Fire Representative will act as liaison between fire organizations and EOC representatives for material and personnel support. The Incident Commander will relay reports on the status of the emergency including; number of casualties, injuries, extent of damage, potential for evacuation, radiation/chemical exposure levels, and support requirements to the Fire Representative in the EOC.

Attachment ERF # 4 -1   **Fire Departments in Franklin County**

Clinton Township Fire Department
Station # 61
houses"
3820 Cleveland Avenue
Columbus OH 43224
Station Phone 471-8920

Columbus Division of Fire
34 Stations – Two are "double
3675 Parsons Avenue
Columbus, OH 43207
Phone 645-8308

Defense Supply Center Columbus
3900 E. Broad Street
Columbus OH 43216
Station Phone 692-2026

Franklin Township Fire Department
Station 192 & 193
4100 Sullivant Avenue
Columbus OH 43228
Station Phone 279-0089

Grandview Heights Fire Department
Station # 51
1016 Grandview Avenue
Grandview Heights, OH 43212
Station Phone 486-7259

Hamilton Township Fire Dept.
Stations 171 & 172
1460 Obetz Road
Columbus OH 43207
Station Phone 491-1013

Jackson Township Fire Department
Stations 202, 201 & 203
3650 Hoover Road
Grove City, OH 43123
Station Phone 875-7526

Jefferson Township Fire Dept.
Station 141
6767 Havens Corners Road
Blacklick, OH 43004
Station Phone 861-3757

Madison Township Fire Dept.
Stations 181 & 182
4567 Fire House Lane
Groveport, OH 43125
Station Phone 835-7373

Mifflin Township Fire Department
Stations 131, 132, 133, & 134
475 Rocky Fork Blvd.
Gahanna, OH 43230
Station Phone 471-0542

Norwich Township Fire Department
Station 81, 82 & 83
4164 Avery Road
Hilliard, OH 43026
Station Phone 876-7694

Plain Township Fire Department
Station 121
9500 North Johnstown Road
New Albany, OH 43054
Station Phone 855-7043

Pleasant Township Fire Department
Station 231
5373 Norton Road
Grove City, OH 43123
Station Phone 877-4375

Prairie Township Fire Department
Stations 241 & 243
123 Inah Avenue
Columbus, OH 43228
Station Phone 878-4571

Rickenbacker IAP
Station 220
7556 Perimeter Road
Columbus, OH 43217
Station Phone 492-4307

Upper Arlington Fire Department
Stations 71, 72 & 73
2095 Arlington Avenue
Upper Arlington, OH 43220
Station Phone 442-3192

Westerville Fire Division
Stations 111, 112 & 113
400 West Main Street
Westerville, OH 43081
Station Phone 890-8551

Worthington Fire Department
Station 101
6500 High Street
Worthington, OH 43085
Station Phone 885-7640

Truro Township Fire Department
Station 161
6900 E. Main St.
Reynoldsburg, OH 43068
Station Phone 864-2445

Washington Township Fire Dept.
Stations 91, 92, 93 & 95
6255 Shier-Rings Road
Dublin, OH 43017
Station Phone 889-2347

Whitehall Fire Dept.
Station 150
390 Yearling Road
Whitehall, OH 43213
Station Phone 237-5478

ERF #5   Emergency Operations Center

Primary Agency
The Franklin County Emergency Management & Homeland Security

Support Agencies
All other organizations involved in the incident.

Purpose

The Emergency Operations Center (EOC) is the central point for coordination and supervision of all emergency response operations. Centralization and coordination through an EOC help to focus the efforts of community policy makers. It establishes an environment in which the EOC staff share the same information, can monitor the situation, provide rapid decisions, and reach consensus on relief efforts that go beyond agency and department boundaries.

The EOC, in coordination with the Incident Command Post at the site, will be the point of contact for all operating/responding departments and agencies, other counties and the state. Municipalities may utilize facilities within their jurisdictions EOCs and the county may provide staff as the situation dictates. The County and/or municipal EOCs will be activated upon the threat or occurrence of a major emergency/disaster. Centralized countywide coordination is recommended when one or more of the following situations occur:

- There exists an imminent threat to the safety or health of the public.
- Extensive multi-agency or jurisdiction response and coordination is necessary to resolve or recover from an emergency situation.
- Local resources are inadequate or depleted and significant mutual aid resources must be utilized to resolve the emergency situation.
- The emergency/disaster affects multiple political jurisdictions within the county, which are relying on the same resources to resolve the situation.

Functions of the EOC

- **Centralized Direction and Control**

Direction is policy making and executive authority. Control is guiding and managing the emergency efforts of multiple departments, agencies and individuals.

The EOC will not conflict or compete with Incident Command at the scene. The EOC supports field operations and coordinates the activities of a large incident or several command posts at different sites.

A department head, or person with decision-making capabilities should be in the EOC to represent each organization involved in the incident.

- **Information Collection, Evaluation and Display**

Data and resource information requirements in the EOC will vary with; the type and scope of the disaster involved the number and size of jurisdictions affected, and available resources.

Timely, accurate information must come into the EOC for decision-makers. The information will be analyzed for potential problems and to take action or requests with the results posted.
Basic data that should be accessible in the EOC, contingency plans, resource documents or computer storage:

- Alert lists
- Hazard information
- Mutual aid
- Warning and public information
- Damage assessment information
- Road status and closures
- Evacuation and shelter status
- Major events chart
- Meteorological data
- Response information
    - public works
    - medical
    - law enforcement
    - fire
    - transportation
    - communications
    - supplies
    - mass care

  - **Coordination**

 Coordination among representatives in the EOC is the sharing of information, advice, resources, and assistance, and working toward problem resolution.

Coordination also occurs between the EOC and the Incident Command Post and other outside agencies, personnel and contacts.

  - **Response Prioritization**

 When two or more incidents require the same limited emergency response personnel or equipment someone must decide who gets what.

Based on information gathered in the EOC and information from the field, authorities can

make intelligent decisions as to who will receive limited resources until additional resources can be procured.

- **Resource Management**

The purpose of resource management is to provide the essential information; personnel and equipment to best respond to and recover from an emergency.

There are four types of resources:
- local government
- neighboring jurisdictions
- private sector
- higher levels of government

Resource listings include:
- equipment
- routine personnel (Government officials)
- specialized skills (Search and rescue teams)

- **Communications**

The most important function of the EOC is to establish and maintain communications with emergency response personnel at the incident scene. Without enough timely and accurate information the EOC will not be able to provide its support functions for the incident scene. Communications are also essential between the EOC and other jurisdictions and outside agencies.

- **Damage Assessment**

EOC representatives need to know the conditions they face in order to make an appropriate response. Areas needing assistance may be overlooked if accurate damage information is not available. Accurate damage assessment information is also necessary for requesting assistance from higher levels of government. This is discussed more fully in the Damage Assessment Response Function.

Organization

Personnel responding to the EOC should be organized into the following working groups:

1.   The Executive Group

The Executive Group consists of elected officials, the county administrator, and the Emergency Management Coordinator. Responsibilities of this group are policy development, coordination of EOC operations, coordination with the Incident Commander, and management of overall emergency response and recovery effort.

2.   The Communications Group

The Communications Group consists of the communications officer, radio operators from supporting agencies, COARES members, CB operators, telephone call directors, message controller, journal clerk and messengers. Responsibilities of this group include radio and telephone communications between field forces and the EOC, other jurisdictions and the State EOC.

3.   The Operations Group

The Operations Group consists of the operations officer, department/agency heads or their representatives who will coordinate the implementation of the activated Emergency Response Functions.   Each functional area manager is responsible for directing and coordinating the personnel and resources of his/her respective area. Not all Emergency Response Functions will be activated for each incident, only the ones necessary to manage the event.

4.   The Administrative Group

The Administrative Group consists of the administrative officer, message runners, typists, loggers and other EOC support staff.

5.   Additional Groups

Specific incidents will require different groups, which may include:
> Service Departments
> Coroner
> Public Information Officer
> Central Ohio Transit Authority

EOC Resources

- **Equipment and Supplies**

The primary EOC provides the following equipment and supplies.

- Maps
  - Siren locations and coverage area
  - County maps (HazMat Response Units)
  - Surrounding counties and cities

- Charts & Boards
  - 4- Magnetic Display Boards
  - 3- Bulletin Board

- Status Boards

- Computer/Audio Visual
    - 12 - Internet Connection plus secure wireless
    - NWS and Storms Software
    - Whelen Watchdog Siren Software
    - Wide Open West Cable (12 different outlets)
    - Computerized Projector/with 4 large screens (cable TV, tapes, DVD, laptop)
    - 6 - Staff computers
    - 4 - Laptops
    - Overhead projector

- Communications
    - 800 MHz radio
    - 800 MHz walkie/talkies
    - Dual band Amateur radio
    - Hospital Radio Network
    - Cellular Phones (NEXTEL/SPRINT)
    - MARCS radio system
    - Metro Alert
    - HS-4 Alert

- Furniture
    - 36 - 6' tables
    - 125 - Maroon cloth metal chairs

3. EOC Staff

- Emergency Management Coordinator and/or representative
- EMA staff
- Local elected officials and/or representatives
- Department/agency heads and/or representatives
- Radio operators
- Administrative support staff
- Security provided by Franklin County Sheriff

Attachment ERF #5 - 1   Emergency Notification

After
hours

Franklin County Emergency Management & Homeland Security Staff ◄——— Franklin Co.
Sheriff's Radio Room

↓

Franklin County Sheriff's Radio Room
Columbus Fire Alarm Office
Affected Jurisdiction(s)
American Red Cross
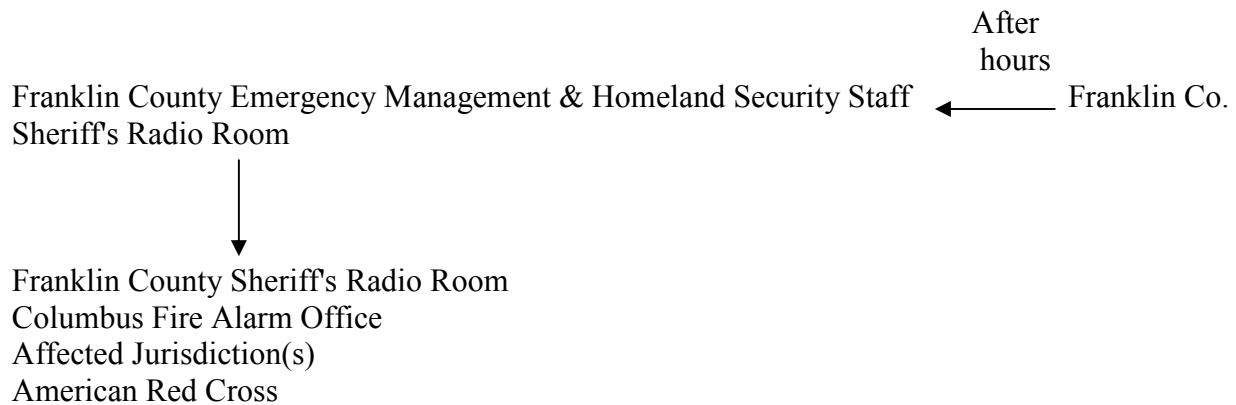
Other agencies and departments will be notified as the situation dictates.

Service Department(s)
Hospitals
Utilities
OEMA
Health Department
Elected Officials
County Engineer
Parks and Recreation

Attachment ERF # 5 - 2   EOC Logs and Forms

Security Log

Name Phone	Time in	Agency Time out	Work Phone		Home

Communications Log

Number	Request	Date	Time Received	Time Cleared

Significant Events Log

This log contains all information related to casualties, health concerns, property damage, fire status, size of risk area scope of hazard, number of evacuees, radiation/hazardous material exposure/dose, and other related information. This information is to be logged in the Communications Room for input into the incident database.

Number	Event	Time	Date

Franklin County Emergency Management & Homeland Security
Emergency Operation Center Message Form

Operator_____   Date_____   Time_____   Message#_____
                                                               Assigned by Controller

Name of Caller_____ Agency_____

Address_____

Phone_____

_____

Content of Message_____
_____
_____
_____
_____
_____

_____

EOC Controller_____   Time_____

Referred To_____   Time_____

_____

Action Taken: Time_____

_____
_____
_____
_____

Disposition: Time_____
_____
_____
_____
_____

Message Returned to EOC Controller:

EOC Controller_____   Time_____

Note – This form **must be returned** to the controller when disposition is complete

Attachment ERF # 5 - 3   EOC Message Procedures

Message Received by Radio in Communication Room

<u>Radio Operator</u>

Record message on four-part message form
Enter in radio log
Forward **all** copies to message controller

<u>Message Controller</u> (Member of EOC staff)

Assign message number
Enter in master log
Determine which EOC representative should respond
Forward message to designated representative
Forward **pink** copy to plotter to post on event and/or map board, if necessary
Retain **goldenrod** copy

<u>Operations Staff Member</u>

Determine capability to respond
Enter into log
Return **white** copy to controller when request for service has been completed
Retain **yellow** copy for reference until the event is terminated - then return it to the controller
Return radio message if necessary to respond.

<u>Message Controller</u>

Collect all copies of the message and place in notebook
Complete message log
Assist in preparation of After Action Report

Message Received by Landline

<u>Representative Receiving Call</u>

Record message on four-part message form
Forward **all** copies to message controller

<u>Message Controller</u> (Member of EOC Staff)

Assign message number
Enter in master log
Determine which EOC representative should respond
Forward message to designated representative

Forward **pink** copy to plotter to post on event and/or map board, if necessary
Retain **goldenrod** copy.

<u>Operations Staff Member</u>

Determine capability to respond
Forward to another representative, if unable to respond
Enter into log
Return **white** copy to controller when request for service has been completed
Retain **yellow** copy for reference until the event is terminated - then return it to the controller

<u>Message Controller</u>

Collect all copies of the message and place in notebook
Complete message log
Assist in preparation of After Action Report

Message Form Instructions

The message form is to be used to record significant operational messages requiring dissemination and/or action regarding emergency response activities of agencies operating within the EOC. The message form ia a 4-part color-coded carbonless paper. All requests for service messages, initiated by phone or radio, will be routed through the message controller. This will ensure that proper records will be maintained should the occasion arise at a later time when the records are needed for reports.

Instructions

Operator-person making out the form

Date - today's date

Time - time received

Message # - assigned by Message Controller

Name of caller - self-explanatory

Agency - name of agency if not a private citizen

Address - address of caller and/or location of incident

Phone - caller's number

Content of message - nature of request

EOC Controller - name of controller

Time - time received by the controller

Referred to - agency to which the request is assigned

Time - time request is assigned to agency

Action taken - what action was completed to handle the request

Time - time action was competed

Disposition - what was the final outcome to the request for service

Message returned to controller:

EOC Controller - name of controller

Time - time message returned to controller

Note: Distribution of the four-part message form will be as follows.

White copy - EOC operations staff member (this copy will be returned to the message controller when the disposition of the request is completed).

Yellow copy - EOC operations staff member (this copy will be maintained by the staff member for future reference until the incident is closed, then it will be returned to the message controller).

Pink copy - this copy will be used by the plotter to post information on maps or the significant events board or to an operations staff member which could assist with the disposition of the request - this copy will be returned to the message controller when cleared.

Goldenrod copy - this copy will be retained by the message controller. It will be placed in a notebook. When all the copies of the message are returned to the controller he/she will know at this time that the request has been completed.

Attachment ERF # 5 - 4   Incident Report Form

INCIDENT REPORT

FRANKLIN COUNTY EMERGENCY MANAGEMENT & HOMELAND SECURITY

TYPE OF INCIDENT

DATE OF INCIDENT

TIME (24hours)

LOCATION: _____

_____

_____

REPORTED BY: _____

INCIDENT REPORT NUMBER: _____

NOTIFICATION

How Notified _____ **Telephone** _____ **Monitor**

_____ **Radio** _____ **In Person**

_____ **Pager** _____ **Other**

Time Notified: _____

Caller: _____

Information : _____

_____

_____

Location: _____

Notified the Following

	Name	Time	Comments
____ **FCEM&HS**	_____	_____	_____
____ **Exe. Comm**	_____	_____	_____
____ **OEMA**	_____	_____	_____
____ **Cty Health**	_____	_____	_____
____ **Co. Health**	_____	_____	_____
____ **EPA**	_____	_____	_____
____ **ARC**	_____	_____	_____
____ **Others**	_____	_____	_____

INCIDENT

Incident Type: _____

Time Contained: _____   **Signal "O"** _____

Company/Owner: _____

Address: _____

_____

_____

Phone: _____

Jurisdiction: _____

Incident Commander: _____

Command Post Location: _____

Staging Area Location: _____

      Other Departments Involved   **Other Agencies/Officials**

_____   _____

NARRATIVE REPORT
(Agency Involvement)

Staff Hours: ⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯

⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯

⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯

⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯

TOTAL AGENCY WORK HOURS: ⎯⎯⎯⎯⎯⎯⎯⎯⎯⎯

REPORTS/FORMS ATTACHED

____	**Accounting**	____	**Health/County**
____	**Agency Phone/Radio Log**	____	**Injury/Casualty**
____	**Aircraft**	____	**Maps**
____	**Dam Failure**	____	**Material Safety Data Sheets**
____	**EOC Reports**	____	**NWS Print Outs**
____	**Fire**	____	**Newspaper Article**
____	**HazMat-Fixed Site**	____	**Police**
____	**HazMat - Transportation**	____	**Red Cross**
____	**Health/City**	____	**Weather/Tornado**
____	**Other**		

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ERF # 6   Mass Care

Primary Agency
American Red Cross

Support Agencies
Franklin County Emergency Management & Homeland Security
Salvation Army
County Department of Human Services

Purpose

The purpose of ERF # 6- Shelter-Mass Care is to establish plans, procedures, policy and guidelines for the providing of protective shelters, temporary lodging, emergency feeding and clothing of persons forced to leave their homes due to an emergency, disaster or precautionary evacuation. Based on the county's hazard analysis, there are several emergencies for which shelters may be required including; severe storms, tornadoes, floods, hazardous material spills, fires and severe winter storms. Services may also be provided to disaster workers.

Operations and Responsibilities

1.   Decision to Shelter

Local government is responsible for providing temporary shelter for its citizens in the event of an emergency and should be prepared, if necessary, to receive and care for people evacuated from other jurisdictions. The Columbus Area Chapter of the American Red Cross and The Emergency Management for Franklin County work closely in determining the need and the procedures of establishing a shelter.

The provisions of this function will be implemented as soon as a need for temporary lodging or feeding is noted. Once an evacuation decision has been made, action will commence to prepare for the receipt of evacuees at selected facilities.

2.   Shelter Management

The American Red Cross and other private disaster assistance organizations will provide management and support of shelters for the displaced population and to care for their emergency needs by organizing shelter teams, providing services necessary to support the sheltered population, registration or other life support services.

When Red Cross facilities are opened, it will be the responsibility of the Red Cross to maintain all functions and staffing according to Red Cross policy. The Red Cross will maintain listings of qualified and trained shelter/lodging managers.

The Red Cross will provide a representative at the EOC upon its activation. All aspects

of activating, staffing and running shelters will be coordinated through this individual. The Red Cross will coordinate sheltering activities with EMA and will determine the extent of assistance needed from other governmental and non-profit organizations.

3. Shelter Location

Shelters will be designated by the American Red Cross using facilities for which signed agreements are on file with the Red Cross. The designation of specific lodging and feeding facilities will depend on the actual situation and the location of the hazard area. Selected facilities will be located far enough from the hazard area so that there is no possibility of the threat extending to the mass care facility. The best facilities will be selected from the lists maintained by the Red Cross.

Space at shelters nearest, but external to the hazard area, will be reserved for housing essential workers and their families.

4. Notice to the Public

When people are advised to evacuate, as outlined in ESF # 5, instructions on appropriate assembly points and/or/shelter/mass care feeding facilities will be disseminated by the Franklin County Emergency Management & Homeland Security through:
- Neighborhood-by-neighborhood announcements from emergency response vehicles with public address systems.
- Emergency Public Information broadcasts over local radio/TV stations.
  - Door-to-door notification by emergency response personnel in the affected area.
  - NOAA Weather Radio
  - Franklin County Outdoor Siren Warning System

5. Assembly Points

In a very large evacuation it may be necessary to set up assembly points to register evacuees and assign them to specific shelter/mass feeding facilities. Assembly points will be selected through the Incident Command System from a list distributed by the American Red Cross. The Red Cross provides management staff for assembly points.

Upon arrival at assembly points evacuees will be registered by the Red Cross and assigned shelter/mass feeding locations.

6. Mass Feeding

The American Red Cross is the primary agency responsible for mass feeding operations. As needed, meals and snacks will be provided to evacuees and workers through both mobile and fixed feeding sites. Upon Red Cross arrival, they will be responsible for meal

planning, coordination of mobile feeding, identifying feeding sites and resources for the procurement of food and related supplies.

7.   Special Needs Shelters

American Red Cross shelters are general population shelters, providing lodging, food, and basic first aid. In the event of a widespread emergency requiring evacuation, the Franklin County Special Needs Sheltering Plan will be activated to assist those who are unable to go to a general population shelter.

8.   Mutual Aid

When the situation is of such magnitude to warrant additional support (technical/logistical) such aid and assistance may be requested in accordance with existing letters of agreement and mutual aid agreements. This support may, in part, be furnished by neighboring jurisdictions in accordance with mutual aid and other agreements.

9.   Shelter-In Place

In some situations, such as a hazardous material spill, it may be safer for the public to shelter-in-place rather than evacuate. The decision to shelter-in-place or evacuate will be made by the Incident Commander. In-place sheltering is viable when:

- The nature and concentration of a chemical plume is not life threatening but may be quite noxious.
- The size of the release and given atmospheric conditions indicate rapid dispersal of the chemical.
- When a toxic plume approaches so rapidly that timely evacuation cannot be carried out.

Once the decision has been made, the in-place shelter zone will be identified by the Incident Commander, the endangered population will be notified by; the media, in person by a police officer, or by NOAA Weather Radio, and will be given instructions based on the specific hazard.

The public will be advised to:

- Go indoors.
- Shut off all outside air sources (doors, windows, fans air conditioners/furnaces.
- Tune to radio/TV stations and follow and instructions.

The Ohio EPA and the health department will work with the Incident Commander to determine when the protective action is no longer necessary. Once it has been determined that protective actions are no longer necessary the affected population will be notified that they may return to normal activities. Any necessary restrictions will be

announced at the same time the all-clear notification is issued. Residents will also be given instructions on how to air out buildings and any monitoring necessary.

ERF # 7   Resource Management

Primary Agencies
Local Government
Franklin County Emergency Management & Homeland Security

Support Agencies
State Government
Federal Government
American Red Cross

Purpose

The purpose of ERF # 7 - Resource Management is to provide logistical and resource support to local entities involved in delivering emergency response and recovery efforts. Essential services, supplies, material and equipment likely to be needed in emergency operations will vary with the type and magnitude of the disaster geographic location, time of year, and other variables. Emergency resource management planning must take all factors into consideration and develop a capability for a worst case scenario.

In a catastrophic emergency, local resources could be depleted quickly. Additional resources may be requested in this order:
A.   Local government or contiguous local jurisdictions (Mutual Aid)
B.   County government resources
C.   Local private industry
D.   State government
E.   Federal government

State and Federal resources will be requested through the disaster declaration process.

Operations and Responsibilities

1.   Local Government

During or following an emergency/disaster situation, the initial emergency response will be driven by local public and private resources. Local government will coordinate and identify essential resources to be rendered to disaster victims.

Franklin County and local municipality departments and agencies will use their own resources and equipment during emergency situations and will have control over the management of those resources. Each department or agency head will manage their resources to include the resources available through existing mutual aid agreements. If additional equipment, personnel, and materials are required, those requests will be sent to the EOC where outside support will be pursued.

Department and/or agency heads will:
- Develop and maintain appropriate resource lists for personnel equipment and supplies.
- Coordinate the emergency utilization of resources.
- Prepare records of emergency expenditures.
- Develop procedures for the movement of equipment and critical supplies for emergency situations.

2.   Franklin County Emergency Management & Homeland Security

County wide capabilities and resources will be allocated and coordinated through the Franklin County EOC. The primary source of equipment, supplies, and personnel shall be made from existing support agencies' resources and local sources outside the impacted area including needed volunteers. The request for resources from higher governments will be initiated through the Franklin County Emergency Management & Homeland Security following the pre-established disaster declaration process.

Responsibilities of the Franklin County Emergency Management & Homeland Security include:
- Developing and updating a resource directory which will be retained in the Emergency Operations Center.
- Request additional resources through the EMA Directors of neighboring counties.
- Initiate the disaster declaration process to request state and federal resources.
- Maintain all written agreements/MOUs pertaining to resource management.
- Maintain an up-to-date directory of key personnel contact points to facilitate timely deployment of vital resources.
- Maintain necessary records of all resources which were required and utilized.

3.   State Government

If the situation escalates to a point where local resources are no longer adequate or are depleted, the local jurisdiction can declare an emergency and request state resources. The state EOC will be opened and emergency contact established with the affected jurisdiction. State agencies with mandated responsibilities for emergency response will follow their established plans and procedures in support of the local jurisdiction.

Some of the state agencies with resources to support local responders are:
- Ohio Emergency Management Agency
- Ohio Environmental Protection Agency
- State Fire Marshal
- Ohio Department of Health
- State Highway Patrol
- Ohio National Guard
- Public Utilities Commission of Ohio

- Ohio Department of Transportation
- Ohio Department of Natural Resources

A brief description of each agency's response function can be found on page IV-9.

4.   Federal Government

The Federal Response Plan establishes the basis for the provision of Federal assistance to a State and its affected local governments impacted by a catastrophic or significant disaster or emergency that result in a requirement for Federal response assistance. The plan will be utilized to address particular requirements of a given disaster or emergency situation. Federal agencies will be activated based on the nature and scope of the event and the level of Federal resources required to support State and local response efforts.

Requests for Federal assistance must be channeled through the disaster declaration process. The Federal response will be coordinated by the Federal Emergency Management Agency.

5.   The American Red Cross

The American Red Cross will maintain and coordinate the resources needed for the agency's responsibility to meet the human needs of victims including food, clothing, shelter, first aid and health needs. American Red Cross disaster responsibilities are nationwide. Therefore, when the local chapter in the affected area cannot meet the needs of disaster victims, the resources of the total organization are made available.

1.   First-Link

This multi-county Unity Way organization handles all of the spontaneous volunteers in our community. They organize volunteers and send them to different volunteer organizations in the community based on skills and desires.

2.   Other Volunteer Organizations

The Franklin County Emergency Management & Homeland Security Agency has created a Volunteer Coordinating Committee to assist with multiple volunteer agencies arriving to help during an event. This board oversees all volunteers including Amateur Radio Teams, COSWIN, Damage Assessment Teams, CISM, CORC, & CERT.

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ERF # 8   Public Health

Primary Agencies
Franklin County Health Department
Columbus Health Department
Bexley Health Department

Support Agencies
Ohio Department of Health
Local Hospitals
American Red Cross

Purpose

Complications affecting the health of the community including diseases, sanitation problems contamination of food and water may occur as a result of disasters. The purpose of ERF # 8 - Public Health is to provide Public Health Services during emergency situations. Disease control, food and water quality, sanitation, evacuation, shelters, health advisories, environmental assessment, hazardous substance and hazardous chemical analysis, are some of the factors considered.

Operations and Responsibilities

1.   **Health Departments**

The Bexley, Columbus, and Franklin County Health Departments are responsible for planning, coordinating and activating emergency operation responses to provide public health services during a disaster.

Bexley Health Department, 2242 East Main Street, Bexley, serves Bexley

Columbus Health Department, 240 Parsons Ave.., Columbus, serves Columbus, Worthington and Bexley.

Franklin County Health Department, 410 South High Street, Columbus, serves all communities except Columbus, Worthington and Bexley.

The public health departments will provide for their respective jurisdictions. The Health Commissioner of each jurisdiction serves as its Public Health Coordinator. Public Health Coordinators are responsible for assessing the existing or anticipated public health and environmental threats resulting from an emergency/disaster and activating their emergency response plans.

According to the Ohio Revised Code (ORC 3701.13 and ORC 3707.04-32) the Health Commissioner in the jurisdiction in which the disaster occurred can use his/her authority to declare the need to evacuate, quarantine and determine when an area is safe to reoccupy.

- Depending on the type and level of the disaster, the primary services to be provided by the health department may include:
- Public Health Nursing services in shelters/designated areas as part of the American Red Cross and health department agreements
- Environmental health services in the community and in shelters.
- Hazardous material response
- Weapons of Mass Destruction response

a.   Public Health Nursing

The American Red Cross and the health departments have agreements in place that are activated when a disaster is declared and public health nursing services are requested. The ARC has agreed to provide disaster preparedness training to all interested health department nurses.

- Public health nursing can include direct or consultation services including:
- Communicable disease control
- Immunizations
- Identification of special needs groups
- Treatment or triage of minor injuries and first aid
- Mental health
- Assistance with health advisories
- Emergency health screenings and health education
- Epidemiological assessments and field surveys
- Supplemental assistance to emergency shelters, disaster sites, or as requested

- **Environmental Health**

    o The health departments will address the following environmental health issues during an emergency:
    o Food safety
    o Potable water and water disposal under disaster conditions
    o Sewage and waste water monitoring
    o Vector control
    o Epidemiological and toxicological assessments
    o Assist with public health advisories
    o Hazardous material response and recovery procedures
    o Emergency solid waste and pollution control
    o Inspection of emergency shelters, medical and health facilities
    o Environmental clean-up

- o Food handling, mass feeding and sanitation in emergency and commercial feeding facilities
- o Operations for general or mass emergency quarantine procedures
- o Other health inspections as needed

2.   Support agency roles

a.   Ohio Department of Health
- Provide support to local health departments, if possible.
- Provide vaccine and medical resource.
- Assist with public health advisories.
- Provide pertinent epidemiological data through the Bureau of Epidemiology and Surveillance.

- **Hospitals**
- Maintain liaison with health officials, local and state Eons.
- Provide additional nursing care, hospitalization, and communications as needed and available.
- Procure, store, and distribute resources through normal channels.

- **American Red Cross**
- Provide nursing staff and resources as requested and available.
- Provide medical care to injured victims and emergency responders in coordination with EMS.
- Provide blood through blood donor program.
- Provide mental health services for disaster victims and emergency responders.

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ERF # 9   Emergency Medical /Multiple Casualty

Primary Agencies
Fire Departments
Hospitals

Support Agencies
Mental Health Agencies
American Red Cross
County Coroner

Purpose

The purpose of ERF # 9 - Emergency Medical/Multiple Casualty is to coordinate the medical resources needed to respond to medical care needs prior to, during, and following a significant natural disaster or manmade event. This involves identifying and meeting the medical needs of actual and potential victims of a major emergency in both field medical services and residential/medical facilities.

An incident may be defined as a multiple casualty if:
- First arriving companies are overwhelmed with tasks.
- There are multiple events (fire, hazmat, rescue).
- Multiple victims; minor injuries to fatalities.
- Hospital resources are overwhelmed.
- Event requires multi-jurisdictional, multi-agency response.

Response to a multiple casualty incident will be coordinated through ICS/EOC procedures. Response will be upgraded and additional resources secured.

Operations and Responsibilities

1.   **Field Emergency Medical Services**

Emergency Medical Service (EMS) units are part of the local fire departments and operate through the Incident Command System. The Incident Commander or Operations Chief may establish an EMS Branch and Staging. The fire departments and their constituent EMS units will conduct search and rescue, triage activities, and coordinate transportation of victims. EMS units are dispatched through the 911 system and communicate via 800 MHz radio.

EMS units will:
- Provide personnel to administer emergency medical assistance at the scene.
- Provide first aid/medical supplies.

- Establish and maintain field communications and coordination with other emergency services.
- Provide field triage.
- Provide emergency medical care for essential workers.
- Provide transportation and care for victims from the scene to medical facilities.
- Obtain additional EMS personnel and supplies as needed to address the emergency.

2.   Hospitals

Hospitals will serve as a healthcare resource to the community during a disaster/emergency by expanding patient care capabilities to the extent possible and by maintaining emergency plans and procedures. *The Emergency Patient Transfer Agreement between Columbus Area Hospitals (October 1999)* outlines mutual aid assistance to effectively utilize available hospital resources in the event of any disaster and to provide timely and effective patient care.

Hospitals will implement their own emergency plans to:
- Establish and maintain field and inter-hospital communications.
- Provide medical guidance to EMS units and field triage teams.
- Make available medical personnel, supplies, and equipment.
- Set up hospital triage teams as needed
- Provide emergency treatment and hospital care for disaster victims.

All medical facilities are responsible for developing and maintaining emergency plans, SOGs, personnel emergency notification rosters, and resource lists.

Attachment ERF # 9-1 is a list of hospitals.

3.   Columbus and Metropolitan Medical Response System

The Columbus & Metropolitan Medical Response System (CMMRS) establishes the pre-event coordination necessary to ensure an organized medical response to nuclear, biological, or chemical (NBC) incidents. CMMRS will respond to a weapons of mass destruction event is called upon by the Incident Commander at the scene. Activation will be through the 911 System. CMMRS is built upon already existing emergency services and will be operational 24 hours a day.

CMMRS gives guidance to the following areas:
- Identification of the weapon, material or agent
- Extraction of victims
- Administration of appropriate antidote
- Decontamination of victims.
- Triage of victims.
- Providing primary care.

- Transportation to medical care facilities.

4.   Central Ohio Trauma System

The Central Ohio Trauma System Foundation (COTS) was established to support and improve the availability and provision of trauma care to the public COTS is part the Columbus and Metropolitan Medical Response System and is working to establish guidelines to care for casualties in the region.

Attachment ERF # 9-2 is a list of COTS contact personnel.

5.   Mental Health Agencies

Mental Health Agencies will provide medical and mental health professionals as available for treatment of disaster victims, families and workers.

A Critical Incident Stress Management Team may be accessed by calling the City of Columbus Division of Fire Alarm Office. This team is affiliated with Netcare Corporation

6.   Coroner

In a multiple casualty situation, the coroner shall determine when the dead are removed from the scene and where a temporary morgue will be opened if necessary. The coroner will coordinate local resources for the collection, identification, and disposition of deceased persons and human tissue. The coroner will also provide emergency information to the news media on the number of deaths, morgue operations, etc., as appropriate. The county coroner is also the controller of the mass causality disaster plan along with the Funeral Directors Mass causality Plan.

7.   American Red Cross

The American Red Cross provides blood and blood products and handles welfare inquires from anxious relatives outside the disaster area. The Red Cross also coordinates mental health counseling for disaster victims and workers.

The Red Cross may also provide nursing support at temporary treatment centers, as requested, and within capability. Support will also be provided at shelter and reception/care centers.

Direct liaison between the American Red Cross and the Franklin County Emergency Management & Homeland Security will be maintained on a continuing basis for the coordination or join issuance of public information concerning their respective relief operations.

Attachment ERF # 9-1   Hospitals

Children's Hospital
700 Children's Drive
Columbus OH 43205

Doctor's Hospital North
1087 Dennison Ave.
Columbus OH 43201

Doctor's Hospital West
5100 West Broad Street
Columbus oh 43228

Grant Medical Center
111 South Grant Avenue
Columbus OH 43215

Grant/Riverside Methodist Hospital
3535 Olentangy River Road
Columbus OH 43214

Harding Hospital
445 East Dublin-Granville Rd
Columbus OH 43085

Mount Carmel East
6001 East Broad St.
Columbus OH

Mount Carmel Medical Center
793 West State Street
Columbus OH 43222

Ohio State University Hospital
450 West Tenth Street
Columbus OH 43210

Ohio State University Hospital East
1492   East Broad Street
Columbus OH 43205

St. Ann's Hospital
500 Cleveland Avenue
Westerville OH 43081

Contiguous Counties' Hospitals

Berger Health Systems
600 North Pickaway Street
Circleville, OH 43113

Fairfield Medical Center
401 West Central Avenue
Lancaster OH 43130

Grady Memorial Hospital
561 West Central Avenue
Delaware OH 43015

Licking Memorial Hospital
1320 West Main Street
Newark OH 43055

Attachment ERF # 9-2   **Central Ohio Trauma System**

<div align="center">

CENTRAL OHIO TRAUMA SYSTEM
HOSPITAL INCIDENT LIAISON
</div>

STANDARD OPERATING PROCEDURES

PURPOSE

The purpose of these operating procedures is to identify the role and action plan of the Central Ohio Trauma System in the event of a large-scale disaster in Central Ohio.

In the event of a mass casualty disaster the Central Ohio Trauma System (COTS) will facilitate communication involving Central Ohio hospitals. The COTS role is identified as the Hospital Incident Liaison (HIL). The role of the HIL is to supplement local resources by:

- Serving as a clearinghouse
- Assisting hospitals with resource allocation
- Promoting inter-facility communication

RESPONSIBILITY

I. The COTS staff has been given authority by Central Ohio Hospital CEO's, the COTS Board of Trustees, the **Central Ohio Regional Hospital Emergency Preparedness (RHEP) Committee,** and the Columbus Metropolitan Medical Response System (CMMRS) to function in the HIL role in a disaster.

II. COTS will assure that an HIL Coordinator is available/on call at all times.

III. Shifts for the HIL role will be determined by the COTS administration. Hospitals and community respondents involved in managing a disaster should anticipate that the COTS' HIL role will be shared by COTS staff. Shifts will vary depending on the duration and the severity of the event at hand.

IV. **During prolonged large-scale disasters, COTS may request support personnel and resources from member hospitals, response partners, and disaster relief agencies.**

PROCEDURE

Activation. The HIL can be contacted via the following numbers:

▪ **24 hour Health Dept. Number:** **(614) 719-8888**

Notification to COTS of the event may come from any of the following agencies.

Local Public Health Departments
Central Ohio CMMRS, RMRS, and or Regional Public Health Coordinator(s)
County Emergency Management Agencies
Franklin County Coroner
Ohio Hospital Association
Ohio Department of Health
Central Ohio Poison Center
Central Ohio fire agency incident commander
Central Ohio Law Enforcement Agencies
First Responder Communication Centers
Ohio National Guard 52nd Weapons of Mass Destruction Civil Support Team
Central Ohio Hospitals and/or COTS member hospitals

II. **Location.** The HIL will be based at the offices of COTS. In the event that the COTS offices are inaccessible, the HIL will function from the Franklin County Emergency Management Agency, or other emergency operations center.

III. **Communication.**

A. The HIL shall establish communications immediately. Modalities shall include:

- Phone lines
- Internet access
- 800 mgHz radio as available

B. Once phone and internet communications are operative, the HIL establishes contact with the following agencies. (See Attachment A.)

- Columbus Health Department/CMMRS & RMRS Coordinators
- Franklin County Health Department
- Central Ohio Poison Center (COPC)
- Franklin County Emergency Management Agency
- Central Ohio Hospitals' Administration
- Franklin County Coroner
- Other agencies as necessary based on the event

C. If phone communications are not fully operative or the extent of the event warrants it, the HIL notifies the Franklin County Emergency Management

Agency to activate HAM Operators if not previously activated. The EMA may make this decision independently, and if so, will notify the HIL that the activation has occurred. HAM operators shall report to hospitals, the COPC, and COTS.

C.   The HIL may adjunctly communicate via facsimile as part or independent of the CMMRS and COPC fax process (Attachment B).

IV.   **COHEICS.** The HIL will operate according to the Central Ohio Hospital Emergency Incident Command System (COHEICS) plan.

A.   All central Ohio hospitals have agreed to participate in the COHEICS plan. Central Ohio hospitals are expected to maintain current COHEICS templates with COTS.

B.   At the **onset** of the HIL activation, the initial call by the COTS HIL to hospitals will be to the **hospital administrator** fulfilling the role of Emergency Incident Commander.

1.   Depending upon the extent of the incident at hand, a regular call schedule will be established between hospital administrators and the HIL.

C.   Subsequent calls by the HIL to hospitals will adhere to the COHEICS model.

1.   Designated Administrators, Section Chiefs, and Unit Leaders may be called by the HIL as related to the roles defined by the COHEICS Job Action Sheets (JAS) unless otherwise specified by a hospital's Administrator/Incident Commander.

D.   Hospital personnel contacting the HIL for assistance or to provide information needed in the region (e.g. bed availability) should identify themselves by name and COHEICS role, i.e. Administrator, Specific Section Chief, or Specific Unit Leader.

1.   Individual hospitals' policies govern the COHEICS personnel that may directly interact with the HIL. Some hospitals have given Section Chiefs and Unit Leaders the autonomy to directly work with the HIL; other hospitals have chosen for communications with the HIL to be with Administration in the incident command center only.

ERF # 10 Damage Assessment

Primary Agency
Local Government

Support Agencies
Franklin County Emergency Management & Homeland Security
American Red Cross

Purpose

The purpose of ERF # 10 - Damage Assessment is to coordinate damage assessment and reporting functions, estimate the nature and extent of the damage, and provide disaster recovery assistance. A timely and accurate assessment of damages to public and private property will be of vital concern to local officials because it will have a direct impact on the execution of response and recovery.

Damage assessment produces a descriptive measure of the severity and magnitude of the disaster. Response requirements and capabilities, effectiveness of initial response operations, and requirements for supplemental assistance can be determined by assessing damage immediately following a disaster.

Careful records must be kept from the beginning of an incident. Damage assessment will be coordinated through the Emergency Operations Center.

Operations and Responsibilities

1. Local Government

Once an emergency/disaster has occurred, determining the type and extent of damage is the only way to ascertain if State/Federal assistance is warranted. With this information, collected in a timely manner, local and State officials can determine the appropriate course of action. Local officials should assign personnel who are trained and/or experienced in emergency /disaster situations.

Initial damage assessment reports must be forwarded to Ohio Emergency Management Agency, via fax, within 12 hours of the event occurrence. An immediate threat to the safety and welfare of the citizens of the community and the serious impact on their ability to recover must be shown to receive a Presidential disaster declaration.

The initial damage assessment information which should be provided to Ohio EMA is as follows:

- Name of affected jurisdiction
- Person reporting and a contact number

- Type and description of disaster
- Estimate of private and public property damages
- Number of people affected (evacuations, deaths, injuries)
- Type of assistance that may be required.

Once the initial assessment is completed and forwarded to the State, a more detailed damage and needs assessment should be started. A Damage and Needs Assessment form must be forwarded to Ohio EMA within 36 hours of the event. The jurisdiction should update their assessments and forward them to Ohio EMA within reasonable time frames.

Damage assessment responsibilities are as follows:
- County owned property (county roads, bridges and culverts) - Engineers
- Government owned utilities - Department of Public Works officials with assistance from utility employees.
- Public parks and recreation areas - Parks commission and Parks and Recreation Departments.
- Schools - School Districts and Superintendents.
- Non-profit facilities (hospitals, libraries, museums, etc.) - each organization.
- Townships or unincorporated areas - Jurisdiction Chief Executive.
- Agricultural damage - County Extension Agent.

2.   Franklin County Emergency Management & Homeland Security

a.   EOC Damage Assessment Group

In the county Emergency Operations Center a Damage Assessment Group will be formed to coordinate all personnel involved in damage assessment activities. A Damage Assessment Coordinator will be appointed to direct the Damage Assessment Group. Elected officials, their representatives and all available sources will collect disaster related damage information and intelligence for their respective jurisdictions, including any unincorporated villages and townships. The Damage Assessment Group will provide all reports and documentation to the Executive Group and the Director of the Franklin County Emergency Management & Homeland Security for submission to the State when making a request for Disaster Declarations or Proclamations of Emergency.

Law enforcement, fire services, and ARC personnel shall report the following information to the EOC Damage Assessment Group.
- Boundary areas of destruction as they become available
- Estimate of the number of fatalities
- Estimate of the number of injured
- Estimate of number evacuated

b.   Records and Reports

Local Damage Assessment Survey Teams will conduct on-site surveys and report their findings to the Damage Assessment Coordinator in the EOC. This may be accomplished

by submitting the Field Data Collection Forms found in the Franklin County Damage Assessment Program.

The Damage Assessment Coordinator will compile the Field Survey Reports into an Initial Damage Assessment for each separate affected jurisdiction. When enough reports have been received to indicate the need for State/Federal assistance or when such assistance has been requested by local officials, a preliminary damage assessment will be completed with State/Federal assistance.

When making a request to the State for a Proclamation or Declaration of Emergency, the Damage and Needs Assessment Report (AGN-0035) must be filed with the Ohio Emergency Management Agency. The information provided by this form will give the state a broad picture of the impact of a disaster and enable officials to identify those programs that will best suit the needs of the affected communities.

In the event a Preliminary Damage Assessment is conducted, local representatives will be available to participate with federal and state teams(s) in the joint assessment. The local representative will be familiar with the damaged areas, and guide the team to each damaged site/location.

Attachment ERF # 10-1   Damage and Needs Assessment Report AGN-0035
Attachment ERF # 10-2   Instructions for AGN-0035

3.   The American Red Cross

The American Red Cross will, when requested, provide collected disaster survey and damage assessment information pertaining to the affected areas. Direct liaison between the American Red Cross and the Franklin County Emergency Management & Homeland Security will be maintained on a continuing basis. At the request of the FCEM&HS, the American Red Cross will provide personnel to Franklin County Emergency Operations Center, and to other district or regional Emergency Operations centers as appropriate.

Attachment ERF # 10-1   OEMA Damage and Needs Assessment Form

Call in this data Before mailing form (614) 889-7150

A. Name of Political Subdivision & Population	B. Name of County & Population

INTERNAL USE ONLY

MSG. NO.

C. Type of Disaster & Date of Occurrence   D. Area Primarily Affected (East, N.E. all)

DATE REC'D
(If flood or winter storm provide additional
 information requested on the back of this form)

TIME REC'D

E. Contact----Name & Title:_____

SOURCE

Address:_____ Phone: _____

PUBLIC DAMAGES*

A. DEBRIS CLEARANCE

Public roads and streets…………………………..$_____
$_____

Public Property. …………………………….....$ _____
Contents……………………….……………..$ _____

Other ……………………………………….$ _____
Vehicles/Equipment………………………….……....$ _____

Total $_____
$_____

E. PUBLIC BUILDINGS, FACILITIES, EQUIPMENT

Public Buildings   Damaged # _____

Destroyed # _____

Building

Insurance Coverage _____%   Total

B. PROTECTIVE MEASURES

Emergency Temporary Repairs…………………$ _____
Systems………………………………………….$ _____

Flood Protection/Sandbagging……………….....$ _____
.…………………………….$ _____

Barricades, Signs…………………………….$ _____
Plants……………………………….$ _____

Security/Search & Rescue………………………$ _____
Length_____FT…………………………....$ _____

Length_____FT…………………………….$ _____
Other……………………………………….$ _____
Other……………………………………………….$_____

Insurance Coverage_____%   Total

Total $ _____
$_____

F. PUBLIC UTILITIES (Publicly Owned)

Water

 Water Treatment Plants.

Sewage Treatment

Sewers

C. ROAD SYSTEMS

Roads   Type_____ Miles_____ $ _____
Parks……………………………………………..$_____

        Type_____ Miles_____ $ _____

Bridges   Damaged #_____ $ _____
Recreational………………………………………..$ _____

        Destroyed #_____ $ _____

G. PARKS AND RECREATIONAL (Publicly Owned)

Culverts   Damaged #_____ $ _____
Other………………………………………………………..$ _____
                Destroyed #_____ $ _____
Access Problems   Insurance Coverage_____%
Yes_____   No _____   Total $ _____   Total
$ _____

D. WATER CONTROL FACILITIES   H. SCHOOLS AND PRIVATE NON-PROFIT
FACILITIES

Dikes…………………………………………$_____   Public Schools   Damaged #_____
$ _____
                                                                                                          Destroyed #_____
Levees…………………………………………$_____
                                                                          Other Schools   Damaged #_____
$_____
Dams…………………………………………..$_____   Destroyed #_____
$ _____
Drainage Channels………………………………$_____   Private
Utility……………………………………………$_____

Other…………………………………………… $_____
Other………………………………………………………$_____

                                                                          Insurance Coverage _____%

                        Total $_____
Total $_____

Attachment ERF # 10 - 1 (cont).

I. CURRENT COMMUNITY BUDGET INFORMATION	
1) Annual Budget $_____ $_____	2) Road Budget
3) Public Works Budget $_____ _____	4) Date Fiscal Year Begins

<div align="center">PRIVATE DAMAGES*</div>

J. INDIVIDUAL	K. BUSINESS/INDUSTRY

Residential Structures......................Destroyed #_____ _____
 	
 (Includes Mobile Homes and   Major   #_____ _____
 Farm Houses)   Minor   #_____ _____
 	
 Insurance Coverage _____% _____
 	
 _____
	Business...Destroyed #
	
	                                                                Major #
	
	                                                                Minor #
	
	 Number Now Unemployed.......................................#
	
	 Estimated Duration. ....#
	
	 Insurance Coverage _____%

L. AGRICULTURAL

Farm Buildings.............................Destroyed # _____ _____
 	
                                                  Damaged # _____ _____
 	
 Machinery/Equipment.......................Destroyed # _____ _____
 	
                                                  Damaged # _____ _____
	Crops...Destroyed #
	
	                                                  Damaged #
	
	 Livestock..Destroyed #
	
	                                                  Damaged #

M. OTHER INFORMATION	N. ADDITIONAL INFORMATION

Deaths..........# _____
 Injured..........# _____
 Hospitalized...# _____
 Evacuated......# _____
 Sheltered........# _____
 Isolated..........# _____
	If a Flood or Winter Storm..............Quantity_____
	                                                  Duration_____
	 If Flood, Type: Sewer Backup _____ Creek/River Overflow _____
	                          Sheet Flow _____ Other _____
	 How Long Underwater? _____ Does Water Contain Harmful Chemicals? _____
	 If Yes, What Chemicals? _____

<div align="center">GENERAL COMMENTS</div>

(List here any pertinent information about the stricken community/victims which will impact on their recovery from this incident: i.e., insurance factors, long-term unemployment or temporary housing needs. Additional information concerning the community and comments on either the public or private losses which indicate a need for outside assistance should be explained here. Use additional sheets if necessary

*   Prepare two maps showing: 1) Public Damage, and 2) Private Damage. Indicate the areas of major, minor, and destroyed.

** Counties should consolidate data for county agencies, townships, and villages. Municipalities should report data only for their own jurisdiction.

<div align="center">**THIS IS NOT AN APPLICATION FORM**</div>

Attachment ERF # 10 – 2 OEMA Damage and Needs Assessment Form

Instructions

The following instructions will assist you in providing the information on the Damage and Needs Assessment Form, AGN-0035, Rev 4/90. The completion of this form as soon as practical after the disaster has occurred will allow for an expeditious decision by higher authorities to determine possible future action by the State and/or Federal government.

It is suggested that where figures are not immediately available, you insert a reasonable estimate of the costs. The information requested in this form will give State officials a broad picture of the impact of the disaster on your community and will enable them to identify those programs which may best suit your community's needs.

This data should be reported to the Ohio Emergency Management Agency as soon as possible if your community will be seeking assistance from the State or Federal government. You may report the data by phone by calling 614-889-7150, or fax the data a 614-889-7183. The form itself is a worksheet which can be mailed to the Ohio Emergency Management Agency at a later date as "hard copy" of previous verbal transactions.

You MUST prepare maps showing the locations of the damaged areas referenced on the assessment form, for later on-site verification. A copy of the map(s) can be mailed in with the form to the Ohio EMA, however, one should be retained at your location in the event such a site inspection should occur prior to our receipt on your map in the mail.

One form should be completed for each affected political jurisdiction, to include a separate form for the county as a separate jurisdiction.

GENERAL SECTION

Block A   Enter the name and population of the local political subdivision for which damage estimates are being recorded.

Block B   Name and population of the county.

Block C   Indicate the type of disaster and the date of occurrence. If a flood or winter storm disaster provide additional information as requested in Block N.

Block D   Indicate the area where the damage has occurred.

Block E   Provide the name, title, address, and phone number of the person to be contacted should questions arise concerning the date provided.

PUBLIC DAMAGE SECTION

Public damages are those damages to government-owned properties and facilities, and for the purposes of damage assessment, are based on what cost will be involved to return those properties to their pre-disaster condition. As indicated below, the term "public damages" also includes those out-of-pocket costs to government incurred in their response to the disaster.

In the event a joint Federal/State preliminary assessment is conducted to determine the need for federal assistance additional information concerning public damages will be required. You should refer to the Damage Assessment Guide, June, 1990, developed and distributed by the Ohio Emergency Management Agency for additional guidance.

Block A   DEBRIS CLEARANCE - The debris must be a direct result of the disaster. Enter costs incurred/projected for debris removal estimates from public property. Do not include debris removal estimates from private property, unless government forces would normally have legal responsibilities to do so. Include actual and estimated costs to remove debris from public roads and streets within your jurisdiction, even those which may be on the Federal Aid System.

Block B   PROTECTIVE MEASURES - Protective measures can include the cost of search and rescue, demolition of unsafe structures, and actions taken by governmental forces to reduce the threat to public health and safety, as a direct result of the disaster. Costs for sandbagging and other flood protective actions, barricades and signs, extra police and fire including overtime pay, emergency stream clearance, health measures, and temporary measures are eligible under this category.

Block C   ROAD SYSTEMS - Enter the actual/estimated cost to return the following public property which may have been damaged by this disaster to its pre-disaster condition, the type and number of bridges and culverts destroyed or damaged; damage to rights-of-ways, curbs, sidewalks, street lights, and gutters. Indicate whether access problems still exist.

Block D   WATER CONTROL FACILITIES - Flood control, drainage, and irrigation facilities which are owned, operated, controlled, or maintained by a local unit of government, and which received damage due to a disaster should be recorded in this block.

Block E   PUBLIC BUILDINGS, FACILITIES, AND EQUIPMENT - Enter the number destroyed or damaged and estimated cost of repair of any government-owned facility damaged by this disaster. This could also include any government-owned equipment directly damaged by the disaster (not those damaged during the response), replacement of broken windows, damaged roofs. Include an estimate of the insurance coverage if possible.

Block F   PUBLIC UTILITIES - Enter all costs as appropriate for damages to publicly-owned utilities and utility systems. These costs can be both emergency repairs

and/or projected costs of permanent replacement if necessary. Include the estimated insurance coverage.

Block G   PARKS AND RECREATIONAL - Enter costs as appropriate for damages to parks and recreational facilities.

Block H   SCHOOLS AND PRIVATE NON-PROFIT FACILITIES - Enter the number of damaged or destroyed schools, (public and private) and an estimated or actual cost for repairs and/or the projected costs of permanent replacement. Other nonprofit facilities may be included such as: museums, cemeteries, community shelters (i.e., senior citizen or homeless), libraries, emergency and medical facilities, private utility and other facilities which provide essential governmental services.

Block I   COMMUNITY BUDGET SECTION - It is mandatory that political jurisdictions affected by the disaster complete this section if they are seeking Federal disaster relief through the State. If a joint Federal/State site assessment is arranged, the representatives from the Federal Emergency Management Agency (FEMA) will require the jurisdiction to provide hard-copy of this information.

PRIVATE DAMAGE SECTION

Block J   INDIVIDUAL: List the number of structures (primary residences including mobile homes and farm houses) which were destroyed or received major or minor damage from the disaster. Do not report secondary residences. i.e. vacation homes) in this block. Report them separately under comments.

Please utilize the following definitions in categorizing the type of damage:

Destroyed: Totally uninhabitable, beyond repair. If a local ordinance prohibits the issuance of a permit for repairs to a structure damaged beyond a certain degree, that structure should be included in this section.

Major damaged: The structural damage is such that the occupant cannot repair the structure within 30 days; uninhabitable without major structural repairs. NOTE: Water above the floor of a mobile home for any significant length of time generally causes major damage, even though some occupants may choose to move back in.

Minor damaged: The structural damage can be repaired within a 30-day period.

These are definitions provided to assist you in assessing damage to private structures, and are generally utilized by FEMA during joint Federal/State assessments. Some organizations, such as the Red Cross, do not categorize major/minor damage in the same way, and utilize their own criteria when performing a damage assessment.

Block K   BUSINESS/INDUSTRIAL - Furnish the number of businesses and industries destroyed, or with major and minor damage as defined under Block J. You will need to supply the percentage of insurance coverage and any significant information concerning the impact of the damage, such as the number of persons unemployed because of the damages, and an estimate of the duration of that unemployment.

Block L   AGRICULTURAL - The information required here is concerning the losses to operating farms. In this block, document the number of service buildings, machinery and equipment, crops, and livestock which were destroyed, or received major or minor damage. This information will be shared with the Ohio Department of Agriculture.

Block M   OTHER INFORMATION - Provide an estimate or actual number of deaths, injuries, and persons hospitalized as a result of the disaster. IF you have confirmed the numbers, place "C" after the figure.

Block N   ADDITIONAL DISASTER INFORMATION - This additional information will assist the Federal Emergency Management Agency in determining the needs of the community.

<div align="center">COMMENTS SECTION</div>

Be sure to utilize the Comments Section of this form. Additional information which may substantiate the need for assistance should be provided in this space.

Keep all your notes and support documentation as a basis for completion of this form. Be sure to refer to the Damage Assessment Guide,   June 1990, for additional information concerning assessment.

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ERF # 11 Warning

Primary Agency
Columbus Fire Alarm Office

Support Agency
Franklin County Emergency Management & Homeland Security
Franklin County Sheriff Radio Room

Purpose

The need to warn the public of impending danger could arise at any time. In order to reduce loss of lives, adequate and timely warning must be provided. A warning period will be available for most emergency situations, although the amount of lead-time will vary from hazard to hazard.

The warning function deals with the dissemination, to the appropriate government officials and the public, timely forecasts of all hazards requiring emergency response actions. This function describes the warning systems in place and the responsibilities and procedures for using them.

Warning and Emergency Public Information are closely tied. Warning is one part of Emergency Public Information. Warning focuses on the specialized systems and procedures used to learn of imminent danger and to alert those at risk quickly, before impact. Emergency Public Information deals with developing messages and accurate information for the public, getting the information out, and monitoring how the information is received throughout the emergency period. Emergency Public Information is ERF # 11.

Operations and Responsibilities

- **Receipt and Dissemination of Warning/Notification of Governmental Officials and Emergency Response Personnel**

a.   **NAWAS**

The Federal Emergency Management Agency has the responsibility for warning the nation of an impending enemy attack upon the United States utilizing the National Warning System, NAWAS. An agreement between FEMA and NOAA provides the utilization of NAWAS by the Weather Service offices for the dissemination of severe weather watches and warnings. NAWAS points are located in all Weather Service offices in Ohio.   NAWAS is a FEMA dedicated nationwide party-line telephone warning system operated on a 24-hour basis. It has two National Warning Centers manned continuously by Attack Warning Officers. Dedicated telephone circuits connect the National Warning Centers to FEMA headquarters, ten FEMA regional offices, 346 other Federal Agencies and military installations in the United States, and more than 2,300 city and county warning points.

The Director of the Ohio Department of Public Safety is responsible for operating the state-level portion of NAWAS. The Ohio primary warning point is located at the Ohio State Highway Patrol Headquarters and at the State EOC on Dublin-Granville Road in Columbus. There are 23 warning points in various parts of the state.

Upon receipt of a NAWAS warning, the OSP, District # 6 Headquarters, Columbus, will notify the Columbus Fire Alarm Office, 1250 Fairwood Ave. All warnings will also be sent over the Law Enforcement Automated Data System (LEADS) to all law enforcement agencies in the warning area.

b.   Law Enforcement Automated Data System (LEADS)

The Ohio LEADS system provides for rapid dissemination of national emergencies and severe weather warnings to all Ohio law enforcement agencies with LEADS terminals/equipment.

c.   National Weather Service (National Oceanic and Atmospheric Administration)

The National Weather Service of the U.S. Dept. of Commerce, National Oceanic and Atmospheric Administration (NOAA) is the government agency responsible for the declaration and dissemination of "Severe Weather Watches and Warnings." NOAA Weather Radio Stations provide continuous around-the-clock coverage/broadcasts of the latest weather information directly from the weather service. The weather warning center for Franklin County is located in Wilmington, Ohio.

NOAA weather radios are in place in various institutions such as schools, nursing homes, hospital, etc. and other public assembly locations.

Attachment ERF # 11 - 1   Map of the National Weather Service County Warning Areas

d.   The Columbus Fire Alarm Office

The Columbus Fire Alarm Office serves as the primary continuous 24-hour county warning point to alert key officials and activate the outdoor warning system. The notification of governmental departments and agencies is conducted through the use of the telephone and /or radio. Local jurisdictions in Franklin County are responsible for relaying any warning they receive to their own public officials and residents.

If warned of an impending disaster situation, Fire Alarm Office personnel shall notify all Bureau Heads and other key Division of Fire personnel, City Personnel, Central Ohio Fire Chiefs and other mutual aid representatives, and activate appropriate warning devices. The Fire Alarm Office personnel shall notify all area hospitals beginning with those closest to the involved area and those most likely to be affected.

- The Columbus Fire Alarm Office will notify:
- Safety Director
- Columbus Police Department
- Service Director
- Other agencies as needed.
- Columbus Fire Alarm office will also activate the county siren system.

- The Columbus Police Department will notify:
- Mayor

o The Columbus Service Director notifies:
- City Engineer
- City Street Department
- City Utilities Departments

e.   Franklin County Sheriff Radio Room

The Franklin County Sheriff's office will also receive warnings regarding severe weather, technological hazards, dam failures, widespread fires and other emergencies affecting the county.

- The Franklin County Sheriff's office will notify:
- Franklin County Emergency Management & Homeland Security
- Local law enforcement agencies
- Local fire departments

2.   Dissemination of Warning to the General Public

Timely warning requires dissemination to the public by all available means:
- Sirens
- Emergency Alert System
- Horns, Mobile PA Systems
- Local Radio and Television Stations
- NOAA Weather Radio (National Weather Service)
- Telephone Emergency Notification System
- Newspapers

a.   The Franklin County Outdoor Siren Warning System

There are currently 139 sirens located throughout Franklin County, 125 of which have voice capability. (These numbers change as communities add new sirens and convert old ones) The Franklin County Emergency Management & Homeland Security is responsible for managing the Outdoor Warning Siren System within Franklin County. This includes coordinating siren locations, maintenance, relocation, replacement and activation.

Each community owns the sirens within their boundaries, and contract with FCEM&HS for operation and support.

The sirens are used primarily for tornado warnings, but can be used for other events, such as a hazardous material spill. The sirens are activated every Wednesday at noon for testing.

When the National Weather Service issues a Tornado Warning for Franklin County, the Columbus Fire Alarm Office activates the entire siren system for the initial 3 minutes. FCEM&HS follows with ten-minute cycles - three minutes of steady tone followed by a voice message then silence to complete the ten minutes. This pattern is repeated for the duration of the warning, which is usually one hour. Once the warning has expired an "all clear" is broadcast.

Currently the outdoor warning system is being converted from a tone only capability to a system that can provide a spoken message. This feature will allow emergency responders, through the FCEM&HS to alert the public and provide instructions about evacuation or necessary safety precautions, depending on the type and scope of the emergency situation. The following locations have the capability to activate the sirens. FCEM*HS can activate both the sirens and transmit a voice message.

- Columbus Fire Alarm Office - 24 hour
- Franklin County Emergency Management & Homeland Security
                        (Voice activation site)
- Westerville Fire

Sirens for the affected area can be directionally turned and activated without activating the entire system.

Attachment ERF # 11 - 2   List of siren locations in Franklin County.

Attachment ERF # 11 - 3   Map of siren locations in Franklin County.

b.   The Emergency Alert System

The Emergency Alert System is the use of existing radio and TV stations to provide federal, state, and local governments with means of disseminating warnings and communicating information to the general public. EAS is a digital system capable of automated operation.

Franklin County is in the Central Ohio EAS Area. The originating station for Central Ohio EAS messages is WNIC FM Columbus (97.9 MHz) designated the Local Primary (LP) station. The alternate originating station is WLVQ FM Columbus (96.3 MHz). All Central Ohio Local Area stations and cable systems shall monitor WNCI and WLVQ

- **Conditions for Activation**

Emergencies, which pose immediate threat to health, life safety or property.

- **Notifiers**

  The Franklin County Emergency Management & Homeland Security Director and the Franklin County Sheriff are designated officials authorized to request activation of the EAS and are known as notifiers. The National Weather Service may request activation for weather emergencies other local officials must request EAS activation through the authorized notifiers.

- **Requests for Activation**

  Requests for activation of the Central Ohio Local EAS will be made by contacting WNCI, the Local Primary station.

  If WNCI cannot be contacted, WVLQ, the alternate LP shall be contacted.

- **Cable Television**

  Cable television systems are now required by federal law to carry EAS messages and warnings from the National Weather Service. Communities can also transmit local emergency messages via cable television. Each cable company has its own specific procedures for handling emergency messages.

  Attachment ERF # 11 - 4   EAS System Operational Area

  Attachment ERF # 11 - 5   Sample EAS Messages

c.   **Door-to Door Notification**

Door-to-door notification may be used if sufficient time exists and can be done without endangering emergency personnel. The use of mobile public address system and/or door-to-door notification by emergency response personnel will be required when a quick onset emergency (e.g. hazardous material spill) occurs necessitating an evacuation

 e.   **Notification of Special Populations**

Warning and notification of hearing or visually impaired and Non-English speaking persons will be accomplished by public officials at the local jurisdiction level.

Attachment ERF # 11 - 1   List of Franklin County Outdoor Warning Sirens

FRANKLIN COUNTY OUTDOORS WARNING SIREN SYSTEM
1/1/06 C – CONVERSION /E – ELECTRONIC

UPPER ARLINGTON

1142	E – WPS 4000-4	4856 Chevy Chase
1143	E – WPS3000	Lane Rd. Park – off McCoy
1144	E – WPS3000	Langston Park – Lane & Greensview
1197	E – WPS4000-4	Clifton & Kioka
1202	E – WPS 4000-4	1650 Ridgeview Ave Upper Arlington H.S. near tennis courts
1203	E – WPS3000	2100 Arlington – Jones Middle Sch

WORTHINGTON

1085	E – WPS3000	6625 Guyer – Worthingway Middle Sch
1086	E – WPS3000	Hartford & Stafford – Hartford Park
1087	E – WPS3000	Wilson Bridge Rd. – McCord Park @ RR tracks

PERRY TWP

1083	E – WPS4000-4	1121 Candlewood – Worthington Hills Elem Sch

WESTERVILLE

2033	E – WPS4000-4	Paul Metzger Park – Main St. to Grandy Pl
2034	E – WPS4000-4	County Line Rd East of Cleveland Ave
2035	E – WPS3000	139 Broadway & Vine – Westerville Electric
2036	E – WPS 4000-4	Westdale E/O Northfield at water tower
2041	E - WPS3000	814 County Line – Westerville North Sch Maint
2095	E – WPS4000-4	370 Park Meadow – Westerville Svc Center
2096	E – WPS4000-4	55 W. Schrock & State – rear Krogers
2101	E – WPS4000-4	529 E. Walnut @ Spring – Electric Substation #6
2102	E – WPS4000-4	Schrock & Hempstead – SW corner

CLINTON TWP

2154	E – WPS4000-4	3820 Cleveland Ave. – Clinton Twp. Firehouse

MIFFLIN TWP

2215	E – WPS3000	Agler & Northglen – Mifflin Twp. Police Sub

MINERVA PARK

2156	E – WPS3000	2829 Minerva Lake Rd. – Community Cntr

PLAIN TWP

2105	E – WPS4000-4	Walnut & Harlem – Eaton Electric
2111	E – WPS4000-4	Walnut & Rt. 605
2112	E – WPS4000-4	Walnut & Peter Hoover – Historical Society
2113	E – WPS3000	New Albany Elem Sch
2171	E – WPS3000	Thompson & Rt. 62 – Schmidt's Nursery
2174	E – WPS4000-4	Kitzmiller & Rt. 161
2175	E – WPS4000-4	Babbitt Rd. – approx 1 ¼ m S of old Rt. 161

GAHANNA

2166	C - Thunderbolt	700 Venetian Way @ Roebuck – High Point Sch
2172	E – WPS4000-4	Clark State & Headley – corner

2222	E – WPS3000	4001 Stygler @ Forestwood
2223	C – Thunderbolt	218 Agler Rd. – Mifflin Twp. Complex
2225	E – WPS3000	200 S. Hamilton – Gahanna City Hall
2286	E – WPS3000	Claycraft & Taylor Station - NW corner

JEFFERSON TWP

2231	E – WPS4000-4	6620 Havens Corners Rd. – Twp Building

DSCC

2281	E – WPS3000	3990 E. Broad St. – Yearling Rd side
2282	E – WPS3000	3990 E. Broad St. - West side of DSCC

WHITEHALL

2283	E – WPS4000-4	675 S. Yearling – Whitehall Yearling High Sch
2284	E – WPS4000-4	Country Club Rd. – John Bishop Park/Orton Davis Park

REYNOLDSBURG

2293	E – WPS3000	760 Rosehill & Roundlay – Rosehill Elem Sch
2295	E – WPS3000	Waggoner & Rodebaugh – NW corner
2296	E – WPS4000-4	777 Taylor Rd. – Taylor Rd. Elem Sch
4351	E – WPS3000	6699 Livingston & Rosehill – Reynoldsburgh High
4353	E – WPS3000	Livingston @ Rt. 256 @ corner
4354	E – WPS4000-4	8895 Main St. – State Fire Marshal

TRURO TWP

4348	E – WPS4000-4	1015 Brice Rd. @ Refugee – Truro Twp Svc Cntr

CANAL WINCHESTER

4472	E – WPS4000-4	120 N. High @ Hawkins
4531	E – WPS4000-4	Gender Rd. @ water tower

MADISON TWP

4404	E – WPS3000	3261 Noe Bixby – Eastland Christian Church
4461	E – WPS4000-4	2850 Rohr Rd. – East off Alum Creek

GROVEPORT

4403	E – WPS3000	4475 S. Hamilton – Eastland Voc Sch
4462	E – WPS3000	Main & Hendron

OBETZ

4454	E – WPS4000-4	Lancaster Ave. & Lisle – Obetz Lancaster Park

LOCKBOURNE

4511	E – WPS3000	85 Commerce – Lockbourne City Hall

HAMILTON TWP

4451	E – WPS4000-4	Rt. 23 & Rt. 665 @ corner
4452	E – WPS3000	Lockbourne & Rathmill – Hamilton Middle Sch
4512	E – WPS4000-4	Rt. 317 & Shook Rd. – Hamilton South Elem Sch

GROVE CITY

3375	E - WPS3000	Cleveland & Curtis
3381	E-WPS3000	Hoover & Yates
3433	E - WPS 4000-4	3899 Orders Road / Fryer
3441	E-WPS3000	Hoover & White - Grove City High School
3442	E – WPS4000-4	Hoover & Clover Leaf - Golf Course

| 3443 | E – WPS3000 | Rt. 665 Just south of Borror |
| 3445 | E – WPS4000-4 | Hibbs & Rt. 665 / Talbot Park |

PLEASANT TWP

3362	E – WPS3000	Georgesville Wrightsville Rd. – South off Alkire
3365	E – WPS4000-4	7255 Kropp Rd. – Pleasantview Middle Sch
3423	E – WPS3000	7000 W. London Groveport Rd. – Dardydale Elem
3481	E – WPS4000-4	1023 School Rd. – Harrisburg Elem Sch

PRAIRIE TWP

1241	E – WPS3000	Lake Darby Estates – Hubbard to Dukewell
3303	E – WPS4000-4	Cole & Broad – Alton
3304	E – WPS3000	Galloway Farms – Hall Rd. to Maple Park
3312	E – WPS4000-4	23 Maple – Prairie Twp. Townhall

FRANKLIN TWP

1261	E – WPS4000-4	3265 McKinley Ave – just S. of Trabue
3322	E – WPS3000	2193 Frank Rd. – Franklin Twp. Firehouse
3323	E – WPS4000-4	Greenlawn Cemetary – Brown & Stimmel

MARBLE CLIFF

| 1263 | E – WPS3000 | 1559 Roxbury – Our Lady of Victory Church |

GRANDVIEW HEIGHTS

| 1266 | E – WPS4000-4 | Burrell & Higgs |

NORWICH TWP

| 1134 | E – WPS3000 | 4237 Dublin @ Ridgewood – Ridgewood Elem |
| 1245 | E – WPS3000 | 1185 Spindler @ curve of Hickory Hills |

HILLIARD

1131	E – WPS4000-4	Avery & Davidson
1185	E – WPS4000-4	Hilliard Muni Park - off Scioto Darby Rd.
1191	E – WPS4000-4	Hilliard Rome Rd – Hilliard Crossing Park
1193	E – WPS4000-4	Edgewyn & Lacon Rd.

BROWN TWP

| 1243 | E – WPS4000-4 | 2494 Walker Rd. @ Roberts – Community Cntr. |

COLUMBUS

1081	C – Thunderbolt	7560 Smokeyrow – Cols Firehouse #27
1141	E – WPS4000-4	2347 Case Rd. – OSU Swine Barn
1145	E- WPS4000-4	1441 Bethel Rd – Centennial High School
1148	E – WPS4000-4	5220 N. High St – Ohio Sch for the Blind
1149	E – WPS4000-4	Park of Roses – High St. & Acton
1194	E – WPS3000	Currency & Roberts – just W. of Rt. 270
1204	E – WPS4000-4	2500 Kenny Rd. – OSU Transportation
1206	E – WPS3000	Weber & Calumet
1207	E – WPS4000-4	157 Curl Dr / OSU Campus
1252	E – WPS 4000-4	Athena & Nike R/O ISP Chemical 2002
1254	E – WPS4000-4	Wilson & Trabue – Wilson Rd. Golf Course
1262	E – WPS4000-4	Valleyview & Hague / East side of YMCA
1264	C – Thunderbolt	1420 Grandview Ave. @ Ida - Church
1265	E – WPS4000-4	McKinley Park – Central & McKinley

| 1267	E – WPS3000	High & Greenwood – just S. of 5th Ave.
1268	E – WPS3000	300 W. Broad – Veteran's Memorial
2092	E – WPS4000-4	Karl & Schrock @ SE corner
2093	E – WPS 4000-4	5750 Maple Canyon – Cols Firehouse #6
2097	C – Thunderbolt	5477 Buenos Aires off Rt. 161
2152	E – WPS 4000-4	1640 Sandalwood Pl west side of YMCA
2153	C – Thunderbolt	4212 Karl Rd. – St. Francis DeSales Sch
2158	E – WPS4000-4	3600 Chiller Ln – Davie Landscape
2164	E – WPS4000-4	5151 Little Turtle Way – Cols Firehouse #29
2211	E – WPS4000-4	Atwood Terr & Lenore – Oakland Park Altern Sch
2213	E – WPS 4000-4	1254 Briarwood Ave / Linden Park Recreation Center
2217	C – Thunderbolt	2546 Sunbury @ Agler – Mifflin Altern Sch
2272	E – WPS3000	Columbus State – Spring & Cleveland
2273	E – WPS3000	Joyce & 12th – corner
2274	C – Thunderbolt	1260 E. Broad St. – off Governor's Place
2276	E – WPS4000-4	Krum Park – Rarig & 9th
3313	E – WPS4000-4	4999 Hall Rd. – Cols Dispatch rear property
3315	E- WPS-A4000-4	4094 Sullivant Ave – National Guard Armory
3317	C – Thunderbolt	1112 Demorest – S. of Briggs
3321	C – Thunderbolt	2451 Sullivant @ Eureka
3325	E – WPS4000-4	McCoy Park – Harmon & Stimmel
4331	E – WPS3000	Greenlawn & Front – NW corner
4332	E – WPS3000	Fourth & Fulton – Cols Firehouse #2
4333	C – Thunderbolt	1160 Ann St. – South High Sch – roof
4335	E – WPS3000	Livingston & Rhodes – North edge of Driving Park
4337	C – Thunderbolt	3392 Scottwood – Scottwood Elem Sch
4341	C – Thunderbolt	Main & Ashburton @ corner
4344	E – WPS4000-4	Groves Rd ¼ mile W/O Hamilton Rd
4345	E – WPS4000-4	Livingston & Woodcrest
4346	C – Thunderbolt	1055 McNaughten – East Cols Christian Church
4391	E – WPS3000	2950 S. Parsons & Zigler – Buckeye Middle Sch
4392	E – WPS4000-4	3901 Parsons Ave. – Indian Mound Rec Center
4393	E – WPS3000	Fairwood @ Rt. 104 overpass
4396	E – WPS4000-4	3500 Alum Creek – SE Career Center
4397	E- WPS 4000-4	1885 Watkins Rd- NS Intermodal Yard
4401	E- WPS4000-4	3030 Winchester Pike R/O CFD station 4

BEXLEY

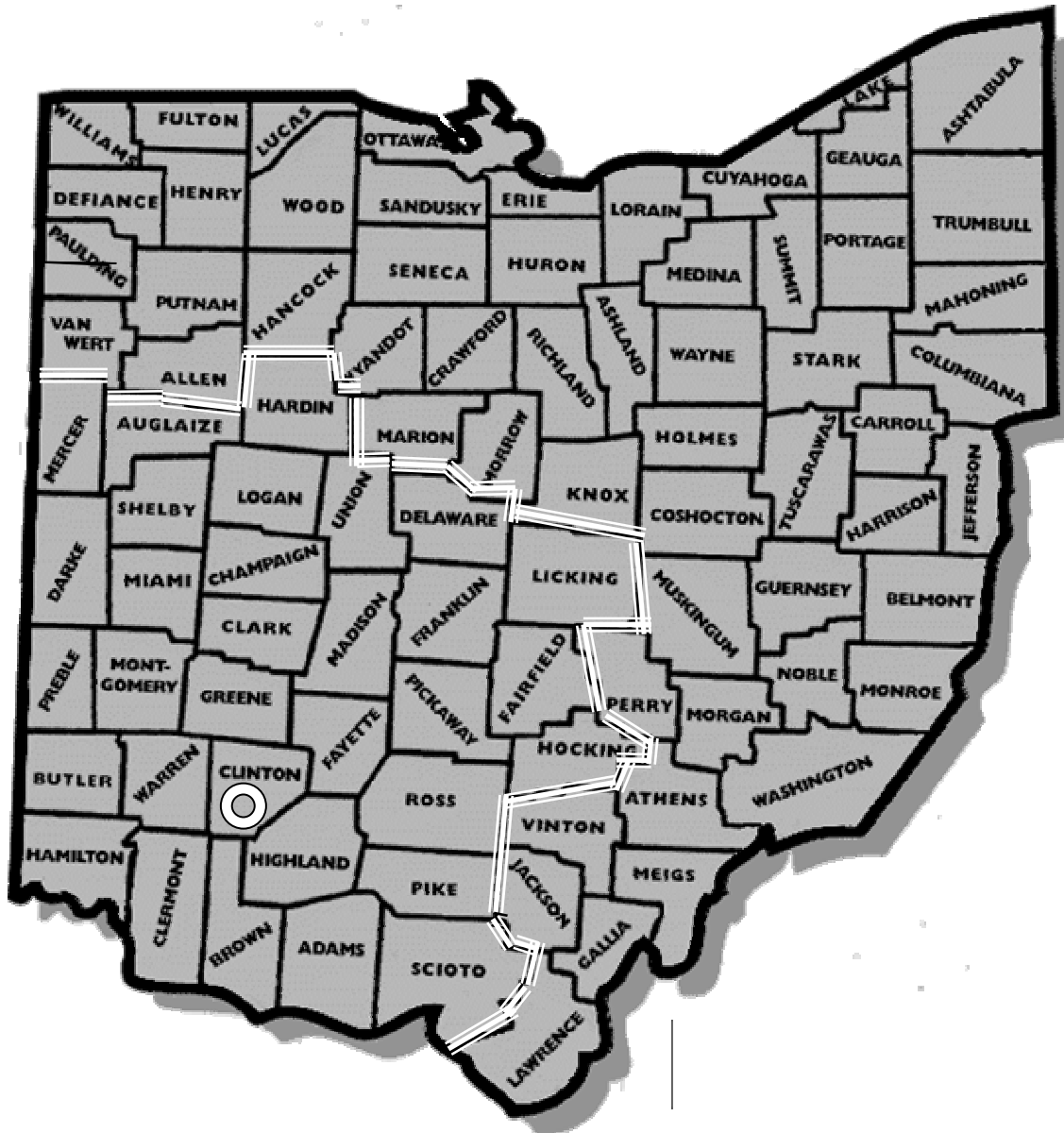| 2277	E – WPS4000-4	348 S. Cassingham Rd. – Bexley High Sch

JACKSON TOWNSHIP

3432	E –WPS4000-4	3851 London Groveport Rd / SWACO
3444	E – WPS4000-4	4473 Jackson Pike / at the church
3502	E - WPS4000-4	Hiner Rd Cemetary / ¼ mile w/o Jackson Pike

Attachment ERF # 11 - 2   Map of Siren Locations
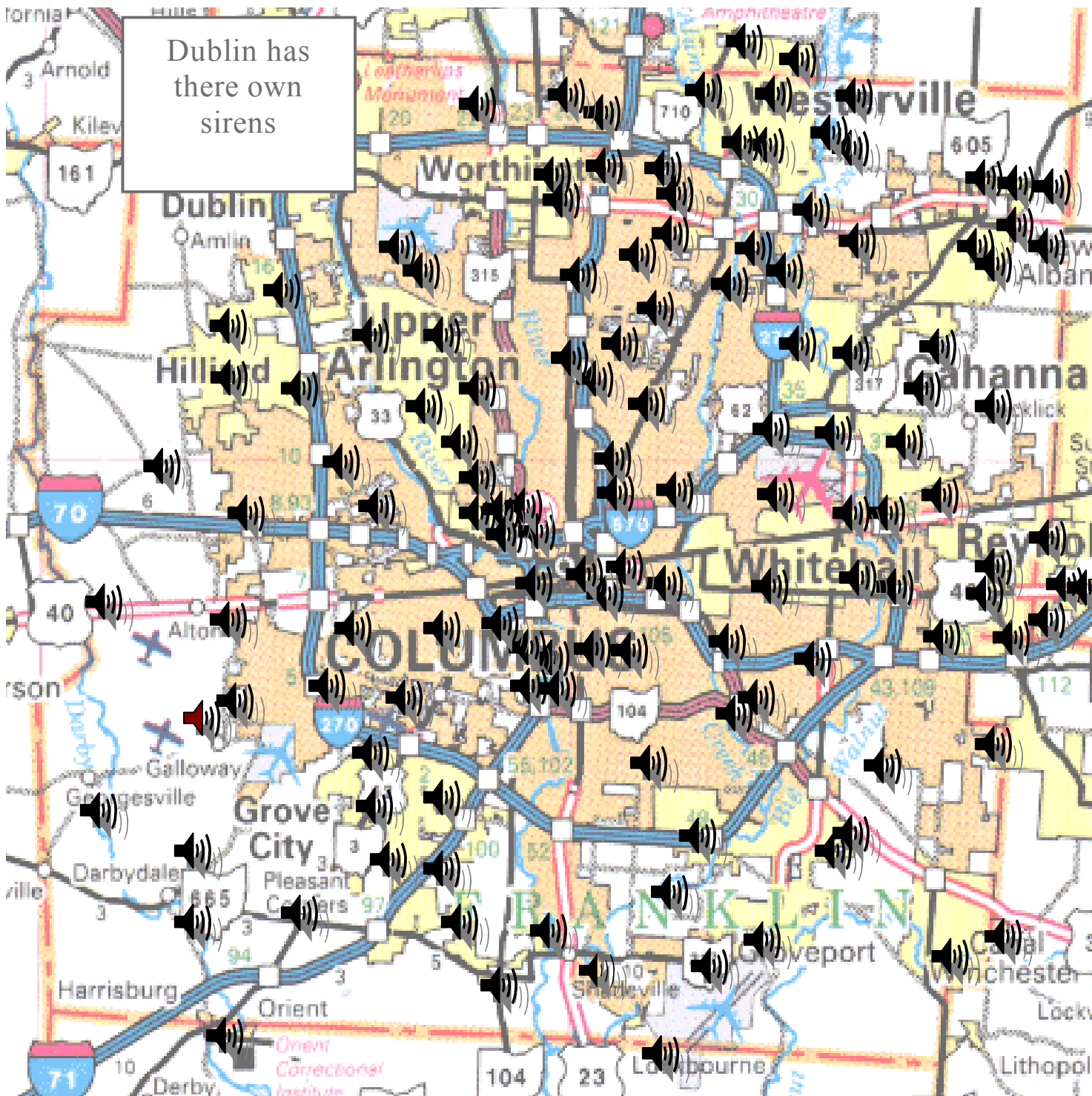
Attachment ERF # 11 - 3   National Weather Service County Warning Area
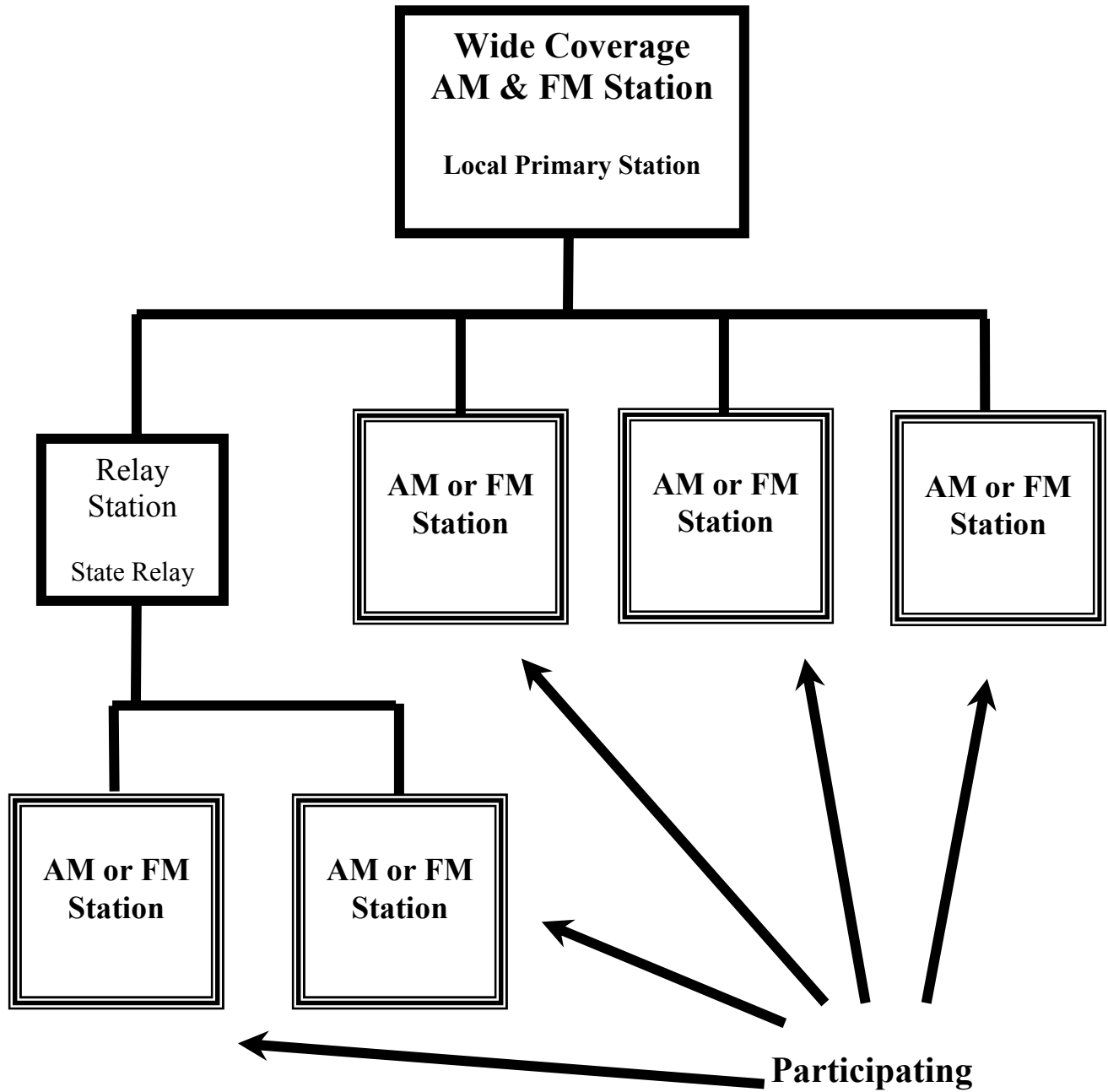

**National Weather Service Office
Wilmington, Ohio
County Warning Area**

Attachment ERF # 11 - 4   Emergency Alert System - Operational Areas

**Emergency Alert System
Operational Areas**

Attachment ERF # 11 - 5   Emergency Alert System Structure

```
                    ┌─────────────────────┐
                    │   Wide Coverage      │
                    │   AM & FM Station    │
                    │                      │
                    │ Local Primary Station│
                    └─────────────────────┘
```

| Relay Station

State Relay | AM or FM Station | AM or FM Station | AM or FM Station |

| AM or FM Station | AM or FM Station |

Participating

EAS System Structure

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ERF # 12 Emergency Public Information

Primary Agency
Franklin County Emergency Management & Homeland Security

Support Agencies
County Commissioners Office
Mayor(s) Office
Jurisdiction Executive Office

Purpose

The purpose of ERF # 12 is to provide a comprehensive plan for the efficient and consistent dissemination of information to the general public before, during and after a minor, major, or catastrophic emergency.

During an actual or potential emergency, the public must be informed of measures being taken to deal with the emergency including governmental decisions, recommendations and directives. Accurate information is vital to alleviate the rumor flow which engenders panic, fear and confusion.

Operations and Responsibilities

       1.   **Three phases of Emergency Public Information**

       a.   **Normal Operations Programs**

Information disseminated during normal operations includes written and graphic disaster preparedness materials such as brochures and publications, public presentations, classes, news releases, and media events. This information is to encourage preparedness activities, awareness and encourage personal responsibility to minimize the loss of life and property during a disaster.

During non-emergency periods, this information dissemination will be coordinated by the Franklin County Emergency Management & Homeland Security.

Normal Operations Public Information Programs:
- Distribution of hazard specific media packages, i.e. Severe Weather Awareness Week, Winter Safety Week.
- Distribution of brochures produced both locally and nationally, on topics including hazard specific and general disaster preparedness. Brochures are

distributed to the public during public awareness presentations, fairs, or upon organizational requests.
- Public awareness presentations by emergency management staff to civic groups, schools, businesses, nursing homes, home owners associations and other organizations.

b.   Emergency Information

Emergency information dissemination begins when an actual or pending emergency threatens the local area. Pre-packaged preparedness information will be widely disseminated through all media channels. As the situation becomes more threatening, specific information and instructions will be released primarily directed toward the survival, health and safety of citizens in the impacted area.

Jurisdictional Chief Executives are responsible for the prioritization of informational releases, with the following of principal importance:
- Lifesaving, including information essential to survival, health and safety.
- Recovery, including instructions concerning disaster recovery, relief, programs and services.
- Others, including non-emergency notices released by participating government and volunteer agencies.

c.   Recovery

This phase begins after the disaster impact and continues until the needs for recovery and rehabilitation are satisfied. Informational releases will include; disaster assistance information, descriptions of recovery efforts, actions being taken to alleviate problems, and assistance programs available to the public.

2.   Joint Public Information Center (JPIC)

A Joint Public Information Center (JPIC) may be established at the Franklin County Emergency Operations Center. The JPIC provides for an organized arrangement of functions encompassing emergency personnel, facilities, equipment and procedures involved in providing accurate, coordinated and timely instructions and information to the public.

 During disasters, the EOC will act as the central coordinating facility for receiving and disseminating public information. All organizations involved in emergency response and recovery, having requirements to release information to the media and the public, will work through the JPIC. All representatives in the activated EOC will verify reports received from the field and will clear press releases relating to their response efforts with the PIO.

Dissemination of public information will be made from the JPIC via news conferences, interviews, and issuing of news releases. This will serve as the single official point of contact and release of information during an emergency.

3.   Franklin County PIO

A Franklin County PIO will be appointed by the Director of the Franklin County Emergency Management & Homeland Security. The Franklin County PIO manages the activities at the JPIC in coordination with the Chief Executives and representatives in the EOC and at the on-site Incident Command Post.

Specific responsibilities of the PIO and staff are:
- Coordinate with appropriate officials and EOC representatives for the release of emergency public information.
  - Disseminate information concerning specific disasters, their associated threats, and protective actions to the news media and general public.
  - Ensure that no media information is released prior to authorization and sign-off through the executive group.
  - Actively solicit information from all municipal liaisons and organizations to ensure current and complete information is being disseminated.
  - Establish a plan for managing and staffing of media and emergency public information telephone lines before, during and after a disaster.
  - Prepare evacuation information; population at risk, evacuation routes, instruction for evacuees, locations of reception areas and shelters, and safe travel routes for return to residence.
  - Release public information concerning needed volunteers and donations, re-entry and other recovery issues.
  - Provide for rumor control. Designate personnel and dedicate phone lines to handle inquires from the public. Provide briefings, fact sheets and news releases to keep phone personnel updated on the situation.
  - Coordinate information flow with the State EOC.
  - Develop a Joint Public Information Center should the situation warrant.
  - Maintain working relationships with the local media and develop agreements for Emergency Public Information support.
  - Ensure media (both print and electronic) are monitored for correct and consistent informational releases.

4.   Public Officials

Public officials in the EOC will authorize and control information given to the public via the Public Information Officer. This group will review all press releases before they are released. Timely dissemination is essential.

Attachment ERF # 12 - 1   Media Resources for Franklin County

<u>Newspapers</u>

Associated Press	614-228-4306
Business First of Columbus	614-461-4040
Columbus Dispatch	
General Information	614-461-5271
Environmental	614-461-5000
Fax	614-461-7580
Columbus Free Press	614-228-5796
Columbus Messenger	614-272-5422
Fax	614-272-0684
Columbus Review	614-442-8439
Lantern (OSU News)	614-292-5720
Suburban News (Main Office)	614-785-1212
Fax	614-842-4760
This Week (Main Office)	614-841-1781
Fax	614-841-0767
United Press International	614-221-4291

Radio Stations

WBBY	104 FM	614-895-2020
WBNS	1460 AM	614-460-3850
WBNS	97 FM	614-460-3850
WCBE	105 FM	614-365-5555
WCKX	106 FM	614-464-0020
WCOL	1230 AM	614-221-7811
WCOL	92.3 FM	614-221-7811
WCVO	105 FM	614-855-9171
WHOK	95.5 FM	614-821-9536
WLVQ	96.3 FM	614-821-9696
WBZX	99.7 FM	614-481-7800
WMNI	920 AM	614-481-7807
WNCI	97.9 FM	614-224-6397

WNRE	1540 AM	614-837-7562
WNRJ	105.7 FM	614-442-2000
WOSU	820 AM	614-292-9678
WOSU	89.5 FM	614-292-9678
WRFD	880 AM	614-821-9733
WSNY	94.7 FM	614-451-2191
WTLT	107 FM	614-792-2911
WTVN	610 AM	614-486-6101
WVKO	1580 AM	614-821-9856
WWCD	101 FM	614-445-1011
WLLD	98.9 FM	614-436-9453

Television Stations

WBNS-CBS	10 VHF	614-460-3700
FAX		614-460-2891
WCMH-NBC	4 VHF	614-263-5555
FAX		614-263-0166
WOSU-Public	34 UHF	614-292-9678
WSYX-ABC	6 VHF	614-481-6397
FAX		614-481-6624
WTTE-FOX	28 UHF	614-895-3159
FAX		614-895-3159

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ERF # 13 Law Enforcement

Primary Agencies
Franklin County Sheriff
Local Law Enforcement

Support Agency
Ohio Highway Patrol

Purpose

The purpose of ERF # 13 - Law Enforcement is to establish procedures for the command, control, and coordination of county, municipal, local and state law enforcement personnel/equipment to support emergency/disaster response operations.

Activities of local law enforcement agencies will increase significantly during emergency operations. If local capabilities are overwhelmed, support may be obtained from state and federal law enforcement agencies. Mutual aid may also provide additional resources and services needed in an emergency.

Attachment ERF # 13-1   Law Enforcement Agencies in Franklin County

Operations and Responsibilities

1.   Duties of the County Sheriff

During an emergency the County Sheriff shall have the following responsibilities as provided in the Ohio Revised Code:

- Maintain law and order.
- Coordinate all law enforcement activities within jurisdictional boundaries.
- Provide for traffic control and monitor impediments to traffic flow.
- Provide security for key facilities (EOC, JPIC, jail, etc.).
- Provide 24-hour communications and warning.
- Limit access into controlled areas.
- Provide mobile units to assist in warning for evacuation.
- Advise support agencies regarding road access and law enforcement activities within the county.
- Coordinate use of signs, barricades, etc., with the County Engineer for perimeter control.
- Coordinate use of Ohio National Guard personnel if needed.

2.   Law Enforcement and the Emergency Operations Center

The County Sheriff, and/or local law enforcement personnel, and/or members of the Ohio Highway Patrol are responsible for coordinating emergency law enforcement activities in the EOC. The Sheriff will serve as the Law Enforcement Coordinator within the EOC. Local police departments will also provide a representative to the EOC when appropriate.

State and Federal support will be requested through the EOC, but only after local resources have been expended or deployed.

Local police agencies will have the authority and responsibility as defined by the Ohio Revised Code within their respective jurisdictions.

Mutual aid forces will function under their supervisors who in turn will be responsible to the requesting agency. Coordination of their use will be directed by the chief law enforcement official at the EOC in the jurisdiction in which they are operating.

Supporting military forces will work under the direct supervision of their superiors and will assist the chief law enforcement official of the jurisdiction to which they are sent.

3.   Security

Law Enforcement will provide security and perimeter control for the affected area, as needs to include:
   5. The Evacuated Area
   6. The Emergency Operations Center
   7. Press or Media Area
   8. Incident Scene
   9. Command Post
   10. Shelter or Reception Areas
   11. Other Key Facilities and Critical Infrastructure as Identified

4.   Evacuation

In the event of an evacuation the Sheriff's Office will provide those duties as stated in the Ohio Revised Code and will assist local law enforcement agencies and response groups with the warning and movements to shelters of individuals and families within the area to be evacuated.

Once the evacuation zone has been identified by the Incident Commander, Law Enforcement will determine evacuation routes and alternate routes. Traffic control points will be established along these routes to assist evacuees and to maintain a continuous flow of traffic toward reception centers and/or shelters. Access into the evacuated area will be limited to emergency and authorized personnel only.

5. Traffic Control

Major traffic will be re-routed around the affected area, and a continuous flow of traffic maintained, to the extent possible. The Incident Commander will be consulted to determine if the traffic control locations and patterns will be outside a potential danger zone.

6. Prisoners

Circumstances may necessitate the evacuation of prisoners from the place of permanent confinement to a temporary facility. The Sheriff or Sheriff's designee will make the decision to evacuate.

If an evacuation is required, the institution manager should have identified a primary facility and several alternates in their emergency plans. Transportation should be arranged prior to the need to evacuate. If prisoners cannot be moved, protective actions will be taken to insulate them from the effects of a hazard.

Attachment ERF # 13-1   List of Law Enforcement Agencies in Franklin County

Ohio Highway Patrol   446-2660
240 Parsons Avenue
Columbus, OH

Franklin County Sheriff   462-3333
370 South Front Street
Columbus, OH 43215

Bexley Police Department   239-8881
2242 East Main Street
Bexley, OH 43209

Brice Police Department   630-6906
5990 Columbus Street
Brice OH 43109

Columbus Division of Police   645-4545
120 Marconi Blvd.
Columbus OH 43215

Dublin Police Department   889-1112
6565 Commerce Parkway
Dublin OH 43017

Gahanna Police Department   471-8080
460 Rocky Fork Blvd
Gahanna, OH 43230

Grandview Heights Police Department   488-3157
1016 Grandview Avenue
Grandview Heights, OH 43212

Grove City Police Department   277-1700
3650 Park Street
Grove City, OH 43123

Groveport Police Department   836-5354
655 Blacklick Street
Groveport, OH 43125

Harrisburg Police Department   877-4053
1092 High Street
Box 17
Harrisburg, OH 43123

Hilliard Division of Police 3800 Municipal Square Hilliard, OH 543026	876-4229
Minerva Park Police Dept. 2829 Minerva Lake Road P.O. Box 29070 Columbus, OH 43229	882-1408
New Albany Police Department 21 E. Granville Street New Albany, OH 43054	855-7547
Obetz Police Department 1611 Chillicothe Street Obetz, OH 43207	491-3211
Reynoldsburg Police Department 7240 E. Main Street Reynoldsburg OH 43068	866-8857
Upper Arlington Police Department 3600 Tremont Road Upper Arlington, OH 43221	583-5150
Valleyview Police Department 432 N. Richardson Avenue Columbus, OH 43204	279-5630
Westerville Police Department 29 S. State Street Westerville, OH 43081	901-6466
Whitehall Police Department 365 S. Yearling Road Whitehall, OH 43213	237-6333
Worthington Police Department 374 Highland Avenue Worthington, OH 43085	885-7640
Blendon Township Police Department 6340 Hempstead Road Westerville, OH 43081	882-8500

Clinton Township Police Department   471-1479
3820 Cleveland Avenue
Columbus, OH 43224

Franklin Township Police Department   279-9411
2193 Frank Road
Columbus, OH 43223

Jackson Township Police   277-1700
3360 Park Street
Grove City, OH 43123

Madison Township Division of Police   836-5355
4567 Madison Lane
Groveport, OH 43215

Mifflin Township Police Department   471-3548
2459 Agler Road
Gahanna OH 43219

Perry Township Police Department   889-9508
7125 Sawmill Road
Dublin, OH 43017

Sharon Township Police Department   885-5115
137 E. Dublin Granville Road
Box 257
Worthington, OH 43085

ERF # 14 Recovery

Primary Agency
Local Government

Support Agencies
State Government
Federal Government

Purpose

The purpose of ERF # 14 - Recovery is to coordinate those measures a community must undertake to return all systems to normal or improved levels following a disaster. Effective recovery consists of a complex array of inter-dependent and coordinated actions. These actions are undertaken at several levels; individually, organizational, community, state, and national. Recovery allows for the prompt restoration of essential services, the reconstruction of damaged property, and the resumption of traditional lifestyles.

Operations and Responsibilities

1. Phases of Recovery

Recovery from a significant disaster will be managed in two identifiable phases.

a. Short Term Recovery

Short Term Recovery is the emergency reaction phase which begins with the implementation of emergency plans. Actions under this phase will include:
- Initial emergency response (fire/rescue, law enforcement, EMS, mass care, etc.)
- Initial impact assessment
- Emergency debris removal
- Restoration of vital services
- Security of damaged/evacuated areas
- Management/distribution of donated goods
- Preliminary damage assessment

- **Long Term Recovery**

- Long Term Recovery includes activities beyond the initial crisis period and emergency response phase of the disaster, operations that focus on returning all systems in the community to a normal status, or to reconstitute these systems to a new condition that is less vulnerable.
- Completion of damage assessment

- Completion of debris removal
- Request for Disaster Declaration/assistance
- Restoration of essential facilities
- Repair/rebuilding of damages public and private buildings and facilities
- Repair/rebuilding of roadways and bridges
- Repair/rebuilding of private homes and businesses
- Hazard mitigation projects

2.   Local Government

Responsibility for coordination and support of the recovery effort lies with local government. Recovery operations will initially be coordinated from the Emergency Operations Center.

Accurate emergency logs and expenditure records must be kept from the onset of the disaster by each local government agency/organization. Standardized forms have been developed for local governments.

As potential applicants for Public Assistance, local governments and private non-profit agencies must thoroughly document disaster related expenses from the onset of the emergency/disaster. Businesses, which intend to apply for Small Business Administration Disaster loans, will need thorough documentation of the history of the business and the effect of the disaster on the business. Franklin County may automatically become eligible for federal assistance if a contiguous county receives a declaration for emergency Federal assistance.

3.   Presidential Declaration

A Presidential Declaration of a major disaster or emergency authorizes Federal assistance under the Stafford Act and triggers other Federal disaster relief. Federal Disaster Relief is designed to supplement the efforts and available resources of State and local governments, voluntary relief organizations, and other forms of assistance such as insurance. A request from the Governor to the President for a Presidential Declaration will be based on the magnitude and severity of the situation and the inability of the area to recover without assistance.

a.   Federal Emergency Assistance Programs

A Presidential Declaration of Disaster includes all of the following emergency assistance programs:

- Public Assistance Programs (PA)
- Individual Assistance Programs (IA)
- Small Business Administration Assistance (SBA)
- Hazard Mitigation Programs

(1)   Public Assistance Programs

Public Assistance (PA) is supplementary Federal assistance provided under the Stafford Act to State and local governments or certain private, non-profit organizations other than assistance for the direct benefit of families and individuals. Categories of Public Assistance available include:

- Debris removal
- Emergency protective measures
- Permanent work to repair, restore, or replace road systems, water control facilities, public buildings and equipment, public utilities, public recreational facilities, etc.

- **Individual Assistance**

- Individual Assistance is supplementary Federal assistance provided under the Stafford Act to individuals and families adversely affected by a major disaster or an emergency. Such assistance may be provided directly by the Federal Government or through State or local governments or disaster relief organizations. Individual Assistance can consist of any or all of the following:
- Temporary housing
- Individual and family grants
- Disaster unemployment assistance
- Disaster loans to individuals, businesses, and farmers
- Agricultural assistance
- Legal services to low-income families and individuals
- Consumer counseling and assistance in obtaining insurance benefits
- The Cora Brown Fund
- Veterans' assistance
- Casualty loss tax assistance

(3)   Small Business Administration Assistance

Once an SBA, or Presidential Disaster Declaration has been made, loans are available to homeowners and businesses. These loans are usually made to applicants at lower than the going interest rates for loans.

Loans to individuals are to be used to restore or replace a victim's primary home or personal property as nearly as possible to pre-disaster condition. Loans to businesses are available to repair or replace property to pre-disaster condition and for repair or replacement of real property, machinery, equipment, fixtures, and inventory.

(4)   Hazard Mitigation Programs

Following a Presidential Disaster Declaration, several mitigation programs become available to "declared" communities under the Stafford Act. All mitigation assistance authorized under the Stafford Act is administered by FEMA.

b.   **Other Federal Assistance**

In lieu of a full Presidential Declaration, Federal Assistance can also be delivered through a partial Declaration and any combination of the following.
- Search and Rescue Assistance
- Fire Suppression Assistance
- Health and Welfare measures
- Emergency Conservation Programs
- Disaster loans for homeowners and businesses
- Repairs to federal aid system roads
- Tax refunds/IRS assistance to victims
- Voluntary agency assistance via the American Red Cross
- Department of Defense pre-declaration emergency assistance (via the Stafford Act)

VII. Training, Exercises and Public Education

- Training

Individuals at all levels of government need to be trained for their respective roles in the four phases of emergency management. Everyone involved in emergency activities must be aware of their responsibilities when a disaster threatens or occurs, and also be knowledgeable of what other agencies can and cannot do under disaster conditions.

- Franklin County Emergency Management & Homeland Security will assess all training needs for Franklin County and establish an annual program.

- County departments and agencies with disaster responsibilities will provide disaster-related training to their personnel in accordance with their plans and SOGs.

- Franklin County Emergency Management & Homeland Security will plan, schedule and conduct classes as needed. (Examples: EOC Course, Exercise Design Course, WMD Awareness Course)

- Exercises

A viable exercise program is an essential component of emergency personnel training. Individuals who are charged with responding to emergencies should "experience" a disaster under as realistic conditions as possible before any actual event. The purpose of exercising is to improve the preparedness state of the organizations involved and to test the effectiveness of emergency plans and SOGs.

- Franklin County Emergency Management & Homeland Security will plan, develop, oversee, conduct and evaluate community exercises.

- Public and private agencies that have disaster responsibilities should coordinate disaster drills on a periodic basis.

- Franklin County Emergency Management & Homeland Security will participate in state and federally mandated exercises. (Examples: SERC Haz-mat exercises, airport exercises, and WMD exercises)

- Public Awareness and Education

It is important to educate and inform the public of protective actions before disaster occurs. Public actions may depend upon public information; during the period before a disaster is imminent, in an actual threatening emergency situation, and in the post-disaster emergency recovery period. Pre-disaster education programs serve to increase awareness and educate the public on ways to protect life and property. Franklin County Emergency Management & Homeland Security will:

- Plan and administer overall public education programs.

- Conduct annual Flood and Tornado Safety Week and Winter Safety Week campaigns.

- Develop, prepare, and disseminate educational and informational material and/or videos.

VIII. Checklists

The following checklists are for EOC representatives or department heads that will be directing the overall coordination of an emergency response. The checklists are intended to create a framework for managing the event.

When using these checklists remember:

- Read the entire checklist before using.

- If a checklist item is not applicable to the current situation, it should be skipped.

- Conversely, if an incident develops where a previously skipped item becomes relevant, that action should then be executed.

Emergency Management Coordinator
Checklist

The Director of the Franklin County Emergency Management & Homeland Security, or designee, will serve as the Emergency Management Coordinator. The Emergency Management Coordinator, with the executives of the affected jurisdiction(s), is responsible for implementing the Emergency Operations Plan.

The Coordinator is responsible for maintaining the Emergency Operations center (EOC) during the emergency as well as during normal operations. The Coordinator will ensure that the EOC is continually ready to function on short notice. He/she will coordinate emergency response from the Emergency Operations Center, and support fire, medical, and law enforcement authorities directing the emergency response at the scene.

✓	Checklist
	Determine if the Emergency Operations Center should be activated.
	Have briefing with the Incident Commander to determine the scope of the incident.
	Determine staffing needs.
	Appoint and brief staff as needed.
	Notify all field agencies when EOC has been activated.
	Request the affected agencies to send their representatives to the EOC.
	Ensure that security is provided for the EOC facility.
	Notify and advise key county executive staff as to the scope and impact of the incident.
	Notify surrounding counties of the situation.
	Advise all key field units and facilities to conduct an initial damage survey with the results to be relayed back to the EOC.
	Forward initial disaster reports and damage and injury assessment information to Ohio Emergency Management Agency.
	At the direction of the Chief Executive, prepare and forward a disaster declaration request to Ohio Emergency Management Agency.

	Ensure that all available information is supplied to the Emergency Operations Center participants, maps, status boards, etc.
	Maintain liaison and coordination with Ohio Emergency Management Agency, adjacent jurisdictions and local municipalities included in this plan.
	Mobilize the County Public Information Officer to coordinate with agency PIO's and the media.
	Advise senior decision makers on the emergency situation and recommend actions to protect the public.
	Work with the PIO to schedule press briefings.
	Keep all emergency forces informed of areas threatened by the hazard.
	Activate supplemental plans as necessary, i.e. Animal Plan.
	Continually communicate with the on-scene Incident Commander to establish needs and priorities.
	Keep the executive policy group informed and updated on the situation. Conduct regular briefings as needed.
	Make other recommendations as needed including downsizing and discontinuing the EOC.
	Schedule after incident critique.

Chief Executives
Checklist

Chief Executive Officers or Chief Elected Officials, whether city manager, county administrator, mayor or other title, are ultimately responsible for protection of lives and property in their communities in the event of an emergency/disaster. Chief Executives will be part of the Executive Group in the EOC. This group is responsible for policy development, coordination of EOC operations, coordination with the Incident Commander, and overall management of the emergency response and recovery effort.

✓	Checklist
	Report to EOC when activated.
	Obtain an initial situation assessment report from the Emergency Management Coordinator, staff, and Incident Commander.
	Lead Executive Group in formulating policy and operational guidelines.
	Appropriate and authorize expenditure of funds.
	Approve contracts and authorize distribution of equipment, materials, and supplies.
	Initiate and continue official documentation throughout the emergency.
	Establish a regular briefing schedule for staff.
	Assign and make available for duty, employees, property, and equipment.
	Maintain liaison with elected officials from other participating jurisdictions.
	Review legal responsibilities and authorities.
	Designate a single Public Information Officer.
	Authorize and control all information given to the public via the PIO.
	Authorize and order protective action guidelines, (i.e., evacuation), based on consultation with Incident Commander, responding agencies, and regulating authorities.
	Issue emergency declarations as appropriate.
	Request a disaster/emergency declaration from the Governor.

Incident Commander
Checklist

The Incident Commander is responsible for overall management of an incident. The first priority of the Incident Commander is life safety of:

- People involved in the incident
- Responders
- Other emergency workers
- Bystanders
- Victims

The second priority of the Incident Commander is incident stabilization. The Incident Commander must:

1) Insure life safety
2) Stay in command
3) Manage resources efficiently and cost effectively

✓	Checklist
	Initiate and maintain activity log.
	Assess the situation and/or obtain a briefing from the prior Incident Commander.
	Determine incident objectives and strategy.
	Establish immediate priorities.
	Establish an Incident Command Post.
	Schedule planning meetings.
	Approve and authorize the implementation of an Incident Action Plan.
	Determine staffing needs and shift requirements.
	Ensure that adequate safety measures are in place.
	Coordinate activity for all Command and general Staff.
	Provide information and recommendations to the EOC.
	Approve requests for additional resources or for the release of resources.
	Authorize release of information to news media.

	When required, provide information and recommendations to Chief Executive regarding preparation of declarations of emergency.
	Prepare requests for resources
	Stage and brief personnel prior to deployment.
	Organize and deploy resources as needed.
	Ensure that relief personnel are provided as necessary.
	Receive and review status reports from field operating personnel.
	One hour before the end of each Operational Period, meet with outgoing and incoming Section Chiefs for briefings, and plan for next Operational Period.
	Review and approve de-escalation and demobilization plans.
	Make sure incident responders participate in a debriefing prior to being returned to routine service levels.
	Make sure incident responders receive counseling if needed.
	Have debris removed as soon as possible.
	Hold a critique of the emergency response and recovery effort.
	Prior to terminating Command, the Incident Commander shall: 1) **Survey the emergency scene to ensure that it has de-escalated to a point where command can safely and effectively be terminated.** 2) **Contact remaining field supervisors and all participating agencies and relay that Command is about to be terminated.** 3) **Contact dispatch and advise them that Command has been terminated.** 4) **Assemble and check financial records and forward to EOC.**

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Public Information Officer **Checklist**	

The Public Information Officer is responsible for coordinating the dissemination of accurate, timely, and clear instructions and information relative to the emergency to the media and the public. The Public Information Officer is also responsible for setting up and operating the Public Information Center.

✓	**Checklist**
	Go to the Emergency Operations Center, if activated.
	Initiate and maintain activity log.
	Determine staffing needs.
	Appoint and brief staff, as needed.
	Obtain briefing from the Incident Commander and Emergency Management Coordinator.
	Respond to media and public calls.
	Review appropriate stock of emergency Public Information materials, including Emergency Alert System messages.
	Make initial contact with Public Information Officers of departments and agencies, hospitals, other jurisdictions as appropriate.
	Verify availability, emergency operating hours, and any special arrangements for essential services; e.g. hospitals, grocery stores, pharmacies, banks, etc.
	Prepare emergency broadcast and media announcements and provide instructions on how to avoid the hazard or reduce its impact.

	For an evacuation provide:
	     1) **Routes**
	     2) **Instructions (including what to do if vehicle breaks down)**
	     3) **Arrangements for persons without transportation**
	     4) **Location of shelters, medical facilities, food and safe water**
	     5) **Status of hospitals**
	     6) **First aid information**
	     7) **Emergency telephone numbers**
	     8) **Instructions/precautions about utility use, sanitation**
	     9) **Essential services availability; e.g. hospitals, grocery stores, pharmacies**

	Release emergency status information:

	1. **Public information hotline number.** 2. **Description of the emergency situation, including number of deaths and injuries, property damage, persons displaced.** 3. **Description of government and private response efforts (shelter, medical search and rescue, emergency repair, debris clearance.** 4. **Care of pets and warnings about stray, injured and dead animals.** 5. **Status of local proclamations, Governor's Proclamation, Presidential Declaration.** 6. **How people in other areas can obtain information about relatives/friends in the disaster area, and how disaster victims can locate family members.** 7. **Damage assessment figure when available.**
	Provide enough staff and telephones to handle incoming media and public calls and to gather status information.
	Keep Incident Commander informed of all actions taken or planned.
	Keep Public Information Officers of other jurisdictions and other government levels apprised of information released.
	Arrange interviews and media tours of the disaster area if such action will not hinder response effort and is appropriate.
	Keep a file of all information, instructions, and advisories released to the public.
	Arrange media briefings and press conferences on a regular or "as needed" basis. Arrange for an official spokesperson. Announce briefing times.
	Work with State and Federal PIOs to establish a Joint Information Center.
	Announce Disaster Assistance Center opening dates/times.
	Announce State and Federal assistance available.
	Continue to release status information on request.
	Release information on restoration of utilities and any travel restrictions still in effect.
	Gather all records kept during the emergency and prepare a chronological summary of all events, actions taken, inquires made, and responses given. Collect newspaper clippings and TV videotapes, if available.
	Participate in the review and critique of the emergency response and recovery.

Law Enforcement
Checklist

Law Enforcement personnel are first-line responders' at all routine or emergency situations. On-duty law enforcement personnel are notified of emergencies by their dispatcher. In an emergency situation, the objectives of law enforcement agencies will be to maintain law and order and protect lives and property. Emergencies will be handled according to day-to-day operations as long as possible.

Law Enforcement Operations are responsible for:
   I. Enforcing laws and controlling traffic.
  II. Directing evacuation operations.
 III. Securing evacuated areas.
  IV. Determining the need for help and submitting requests for assistance.

✓	Checklist
	Ranking Law Enforcement representative report to EOC.
	Initiate and maintain activity log.
	Receive briefing from Emergency Coordinator and/or Incident Commander.
	Determine staffing and resource needs.
	Appoint and brief staff as needed.
	Coordinate EOC staff operations in law enforcement activities.
	Arrange for security and traffic control for EOC.
	Prepare to provide traffic control and security for shelters and other essential facilities.
	Coordinate activities with Fire, support units, and other responders.
	Provide food, water, emergency power, fuel and other material support to dispatch center and response personnel.
	Provide personnel to assist in the dissemination of warning to the public.
	Coordinate with the Incident Commander, Emergency Management Director and the American Red Cross on evacuation plans and movement.

	For an evacuation:
	    A. **Set up traffic and access control points, evacuation routes and assembly points.**
	    B. **Evacuate those closest to the hazard first. Then expand the evacuation area until all threatened population is evacuated.**
	    C. **Coordinate with other supporting law enforcement agencies.**

	Return evacuees to the area as soon as conditions permit. Access may need to be denied to sightseers and persons not having specific business in the evacuated area.
	Continue traffic and access controls as needed.
	Field personnel should report damage observations and related information to the EOC.
	Ensure all essential law enforcement records are protected from the hazard.
	Release excess personnel to staging for re-assignment or put on reserve for rotation.
	Ensure all personnel are debriefed prior to returning to routine service level.
	Provide counseling for responders as needed.
	Participate in after action critique of response and recovery.
	Maintain financial records of response activities.

Fire Services
Checklist

A Fire Representative will be responsible for coordinating countywide fire services efforts from the Franklin County EOC. Fire Services Organizations are responsible for operations within their respective jurisdiction.   Routine operations will be handled by suggested guidelines. The Incident Commander is responsible for all emergency response, and support personnel and the public.

A Fire Representative will relocate to the EOC upon its activation. From this location fire and rescue activities will be coordinated with the on-scene commander.

✓	Checklist
	Fire Representative report to EOC.
	Initiate and maintain activity log.
	Establish contact with on-scene command post. **(On scene activities will be organized and carried out using the Incident Command System.)**
	Receive briefing from Incident Commander of the risks associated with the threat.
	Check communications to insure dispatching and reporting system is operational.
	Coordinate emergency search and rescue operations.
	Deploy equipment and personnel to sites in greatest need.
	Provide fire protection for public shelters.
	Establish on-going radio communications between the EOC and the scene.
	Develop a prioritized listing for response.
	Coordinate staging areas for equipment and personnel.
	Call back regular personnel and reserves as necessary.
	Obtain status reports from Incident Commander on the status of the emergency, including number of casualties, injuries, extent of damage, potential for evacuation, radiation/chemical exposure levels.

	Coordinate with Incident Commander to integrate and manage fire and rescue resources from other responding jurisdictions.
	Coordinate fire services activities with other emergency response organizations at the scene and at the EOC.
	Keep all emergency forces informed of areas threatened by the hazard.
	Coordinate EMS with local hospitals and Central Ohio Poison Control.
	Request equipment for debris clearance and heavy rescue operations.
	Coordinate evacuation procedures with law enforcement.
	Have briefing with PIO.
	Determine condition and capacity of hospitals, request hospitals to activate disaster plans when warranted.
	Determine availability and condition of medical supplies.
	Determine transportation needs and capabilities.
	Assure the appropriate amount of medics have been dispatched to care for and transport the injured.
	Request medical support from other jurisdictions as needed.
	Coordinate transportation resources (public and private) required for transporting casualties and evacuating non-ambulatory patients.
	Assist in the coordination of the evacuation of health care facilities.
	Provide information on field activities back to the EOC.

Engineering and Public Works
Checklist

The Franklin County Engineer will be the overall coordinator of engineering and public works functions in the event of a major emergency in the county. Engineering and Public Works support includes:

1. Technical advice and evaluations
2. Engineering services
3. Construction management and inspection
4. Emergency contracting and emergency repair

✓	Checklist
	The Franklin County Engineer or representative report to the EOC.
	Initiate and maintain activity log.
	Receive briefing from Emergency Management Coordinator.
	Determine staffing levels and call in additional staff, as needed.
	Brief staff and aides as needed.
	Determine current availability and status of vehicles.
	Place personnel on standby alert who are on vacation, leave, and off-duty.
	Estimate fuel usage - ensure adequate fuel is available.
	Identify persons with keys to critical areas/buildings.
	Obtain adequate county street and flood maps.
	Determine priorities for inspecting facilities during the emergency.
	Place damage assessment teams on standby.
	Prepare personnel assignments. Establish work/relief rotation schedule.
	Repair streets necessary to permit emergency response and evacuation vehicular flow.
	Acquire heavy equipment and personnel for removal of debris, including downed trees.

	Coordinate with utilities to protect electric and other buried cables.
	Arrange for the hauling of dirt, sandbags, etc. as necessary. **Coordinate areas for residents to pick up sandbags.**
	Assist Law Enforcement with evacuation.
	Photograph/videotape events for documentation.
	Report conditions, needs, observations, resource status, and progress to EOC Coordinator.
	Determine condition of critical facilities (such as schools, public assembly buildings, etc.
	Record and monitor all personnel costs, in include overtime, during the emergency.
	Begin debris clearance as situation permits.
	When hazards abate, inspect structures for safety.
	Make sure responders participate in debriefing before returning to routine service status.
	Identify any responders who may need to receive counseling.
	Participate in review and critique of the response and recovery activities.

Utilities
Checklist

Utilities include public and private electric, gas, and water departments/companies. All should have a representative in the EOC. They are charged with:

1. Preserving and safeguarding all utilities facilities during the emergency.
2. Reducing the impact of utility system problems to the community
3. Restoring the utilities to the community in a predetermined priority sequence in an efficient and expedient manner.

✓	Checklist
	Utility Representative reports to EOC.
	Initiate and maintain activity log.
	Review current utility operations, including outage status.
	Ensure preparations are made for phone coverage to handle outage reports.
	Determine staffing needs.
	Appoint and brief staff as needed.
	Activate utility emergency operations plan.
	Activate telephone centers for outage and service requests.
	Provide support to allow for relief of emergency personnel.
	Restore services in accordance with pre-defined service restoration priorities as soon as conditions permit.
	Maintain financial records of response and recovery activities.
	Ensure materials and supplies utilized in the emergency response are-re-ordered and re-stocked.
	Ensure responders receive counseling, if needed.
	Ensure responders participate in a de-briefing before returning to routine service status.

Coroner
Checklist

During and after disasters, the Coroner will coordinate mortuary services and resources, and has the ultimate authority of all remains in a mass fatality situation. The Coroner will provide for the care and disposition of the dead, and their property, and will determine the manner and cause of death. Mass casualties can raise medical and environmental health concerns, mortuary services must be expedited rapidly in order to protect the living.

If local resources for the proper handling and disposition of the dead are exceeded, the State and/or Federal government may provide supplemental assistance for their identification, movement, storage and disposition. The Coroner may submit a request for such assistance through emergency management channels.

✓	Task
	Provide a representative to the EOC upon request.
	Begin a timed log of events, contacts, and assigned personnel and assets.
	Obtain a briefing on the extent of the emergency from Incident Command.
	Establish Coroner field operations.
	Establish a temporary morgue.
	Select an appropriate site out of public view which would be suitable for a fatality collection area. (e.g. refrigerated warehouses, refrigerated vehicles)

	Maintain accurate records on:
	  - Identification of deceased
	  - Date and time of death
	  - Name, address, phone, etc. of person who found body
	  - Date, time, and location where body was found
	  - Name of person determining death
	  - Date, time, and location where fatal injuries were received, (if known)
	  - Name of person transporting body
	  - Name of person receiving and identifying the body
	  - Photograph deceased prior to removal to assist in later identification
	  - List of all personal belongings on body at the time it is received
	  - Circumstances surrounding death
	  - Cause of death
	  - Date, time and name of person to whom the body is released

	Establish liaison with the American Red Cross
	Establish liaison with local mortuaries for pickup and transportation of bodies to temporary morgue or fatality collection areas.
	Coordinate all information relative to deceased persons.

	Maintain all required records and documentation to support the history of the emergency;
	   - Document messages received
	   - Action taken
	   - Requests filled
	   - EOC personnel and time on duty

	Furnish the Public Information Officer with a periodically updated casualty list
	Coordinate with law enforcement for security at morgue and disaster site

Hazard Specific Checklists

These Checklists are designed for field responders and intended for field implementation. They are intended to create a framework for emergency responders during their initial response to disasters/emergencies until more resources are available.

When using these checklists:

I. Read the entire checklists for the specific disaster before using.

II. If a checklist item is not applicable to the situation, then it should be skipped.

III. Conversely, if an incident develops where a previously skipped item becomes relevant, then that action should be executed.

Hazard Specific Checklists - Law Enforcement

General Response Actions

_____ Dispatch units to survey damage, particularly -re-designated key facilities.

_____ Provide for traffic control.

_____ Facilitate movement of emergency units.

_____ Call in regular personnel and reserves as needed, assign responsibilities according to operational plans.

_____ Provide information to the jurisdiction Public Information Officer on matters relative to public safety.

_____ Continue surveys for further damage or hazards.

_____ Impose curfews as directed.

_____ Establish access controls into damaged areas.

_____ Assist in search and rescue operations.

_____ Assist in relocating citizens to safe areas.

_____ Provide security to protect citizens and property remaining in the affected area.

_____ Assist fire and other emergency units in entering and leaving the affected area.

_____ Record and forward information regarding requests, activities, expenditures, and department damages to the EOC.

_____ Monitor traffic flows on evacuation routes.

_____ Establish security patrols and access control procedures.

Hazard Specific Checklist - Law Enforcement

Air Crash

_____ Establish a Field Command Post

_____ Maintain an incident log.

_____ Select a tactical radio frequency for emergency operations.

_____ Establish and maintain a secure inner perimeter around the crash site.

_____ Designate a Staging Area for personnel and equipment.

_____ Advise EOC to notify all area hospitals

_____ Direct and implement evacuation procedures.

_____ Protect evidence and debris.

Hazard Specific Checklist - Law Enforcement

Power Failure

_____ Provide alternate communications if telephone and radio communications are not operational.

_____ Provide for traffic control.

_____ Facilitate movement of emergency vehicles.

_____ Call in regular personnel and reserved as needed.

_____ Conduct damage and hazard assessment.

_____ Impost and enforce curfews and directed.

_____ Establish access controls into any damaged areas.

_____ Protect inmates within detention facilities.

_____ Assist with evacuation of institutionalized persons as necessary.

_____ Assure that searched buildings are appropriately marked.

_____ Assist in security for vital facilities and essential supplies.

_____ Establish security patrols and access control procedures.

_____ Provide information on filled activities back to the EOC is activated.

Hazard Specific Checklist - Law Enforcement

Winter Storm

_____ Provide alternate communications if telephone and radio communications are not operational.

_____ Provide for traffic control.

_____ Facilitate movement of emergency vehicles.

_____ Call in regular personnel and reserves as needed.

_____ Impose curfew as directed.

_____ Protect inmates within detention facilities.

_____ Request mutual assistance as required.

_____ Assist in relocation of citizens to safe areas.

_____ Coordinate with Public Works for debris clearance and heavy rescue operations.

Hazard Specific Checklists - Law Enforcement

Mass Casualty/Terrorism

Mass Casualty

____ Provide for traffic control.

____ Facilitate movement of emergency vehicles.

____ Insure that rescue operations of trapped victims is underway.

____ Call in regular personnel and reserves as needed.

____ Assist with the removal and disposition of the dead, if requested by the County Coroner.

____ Establish access controls in effected areas.

____Assist in search and rescue operations.

____ Provide crowd control at assembly locations.

____ Provide information on field activities to EOC if activated.

If the incident is a terrorist attack:

____ Provide scene security following HazMat guidelines.

____ Coordinate area evacuation following HazMat guidelines.

____ Be alert for and warn on-scene personnel of secondary devices.

____ Area is a Federal crime scene, treat everything as evidence.

____ Record observations and actions as soon as possible; documented notes are very important.

____ Communicate observations and evidence to other responders and to Incident Command.

____ Collect and record any evidence provided by victims, what they saw, heard or smelled.

____ Maintain evidence chain of custody.

____ Assist in smooth and orderly transition from rescue scene management to crime scene management.

Hazard Specific Checklists - Law Enforcement

Hazardous Material Incident

The primary mission of Law Enforcement Forces is to isolate the scene from vehicular and pedestrian traffic and to conduct evacuations if properly equipped and requested by the Incident Commander.

_____ Establish a Field Command Post, and select a tactical radio channel.

_____ Approach scene only if necessary. Approach from upwind side.

_____ Obtain information about the hazardous material from fire or the health department.

_____ Locate the Fire Incident Commander, identify hot, warm, and cold zones and discuss the course of action.

Do not deploy police personnel in the hot zone or in other area which would subject personnel to unnecessary risk of serious injury.

_____ Facilitate movement of emergency vehicles.

_____ Establish and maintain emergency access routes and isolate outer perimeter of the hazardous material area from vehicular/pedestrian traffic.

_____ Call in regular personnel and reserves as needed.

_____ Assist with the removal and disposition of the dead if requested by the County Coroner.

_____ Survey for further damage and hazards.

_____ Impose curfews as directed.

_____ Establish access controls into effected area.

_____ Assist in relocating citizens to safe areas.

_____ Coordinate the evacuation of hazardous areas with other agencies.

_____ Coordinate with engineering/public works to determine capacity and safety and road barricades.

_____ Provide crown control at assembly points.

_____ Monitor traffic flow on evacuation routes.

(Hazardous Material Incident cont.)

_____ Assist with the evacuation of institutionalized persons as necessary.

_____ Provide security to evacuated area.

_____ Assist in search and rescue operations as directed by fire personnel.

_____ Establish security for vital facilities.

_____ Provide information on field activities back to the EOC if activated.

Hazard Specific Checklists - Law Enforcement

Tornado

_____ Establish Field Command Post.

_____ Select tactical radio channel to conduct emergency operations.

_____ Request helicopter and cruisers to determine the affected area.

_____ Establish and maintain emergency response routes for emergency personnel and equipment.

_____ Isolate outer perimeter from vehicular and pedestrian traffic.

_____ Provide perimeter security to prevent access, looting and other possible problems from unauthorized personnel.

_____ Direct and implement evacuation procedures.

_____ Determine perimeters of area to be evacuated.

_____ Contact American Red Cross to determine the public shelters to be used.

_____ Coordinate evacuation plans with EOC.

_____ Request COTA buses to help evacuate special facilities such as schools, large businesses, nursing homes, child care facilities, shopping centers, high risk buildings, etc.

_____ Survey for damage and hazards.

_____ Provide security to evacuated area.

_____ Coordinate with engineering/public works for barricades and debris removal form access and egress route.

_____ Provide information on field activities back to the EOC, if activated.

Hazard Specific Checklists - Law Enforcement

Flooding

_____ Establish Field Command Post

_____ Select tactical radio channel to conduct emergency operations.

_____ Request helicopter and cruisers to determine the affected area.

_____ Establish and maintain emergency response routes for emergency personnel and equipment.

_____Secure outer perimeter from vehicular and pedestrian traffic.

_____ Coordinate with engineering/public works to secure street and road barricades to mark high water areas and access/egress routes.

_____ Establish access controls into damaged areas.

_____Coordinate evacuation procedures with other agencies.

_____ Request COTA buses for evacuation if necessary.

_____ Provide security for evacuated area.

_____Contact American Red Cross to determine location of public shelters.

_____ Impost curfews as directed.

_____ Take required animal control measures, coordinate with Animal Control and Humane Society.

_____ Assist in search and rescue operations as requested.

_____ Coordinate with Public Works for debris clearance and heavy rescue operations.

_____Provide access assistance to utility departments/companies.

_____ Provide information on field activities back to EOC if activated.

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Tab - A   Acronyms and Abbreviations

ACOE	Army Corp of Engineers
AEOC	Alternate Emergency Operations Center
ALS	Advanced Life Support
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
ASCS	Agricultural Stabilization and conservation Service (USDA)
C/B	Chemical/Biological
CA	Capability Assessment
CAA	Clean Air Ace
CAER	Community Awareness & Emergency Response
CAP	Civil Air Patrol
CAS	Chemical Abstract System
CB	Citizen's Band
CCA	Comprehensive Cooperative Agreement
CDC	Center for Disease Control
CEM	Comprehensive Emergency Management
CEMP	Comprehensive Emergency Management Plan
CEO	Chief Executive Officer
CEPAC	Chemical Emergency Preparedness Advisory Council
CER	Code of Federal Regulations
CERCLA	Comprehensive Environmental Response Compensation Liability Act of 1980
CES	Cooperative Extension Service
CHEMTREC	Chemical Transportation Emergency Center
CISM	Critical Incident Stress Management
CMMRS	Columbus and Metropolitan Medical Response System
CO.	County, Counties
COMM.	Communications
CWA	Clean Water Act
DA	Damage Assessment
DAC	Disaster Assistance Center
DAP	Disaster Assistance Program
DAS	Department of Administrative Services (State)
DFAS	Defense Finance and Accounting Service
DFO	Disaster Field Office
DHHS	US Department of Health and Human Services
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Response Team

DOC	US Department of Commerce
DOC	Department Operations Center
DOD	US Department of Defense
DOE	US Department of Energy
DOI	US Department of Interior
DOJ	US Department of Justice
DOT	US Department of Transportation
DSCC	Defense Supply Center Columbus
EAS	Emergency Alert System
ECC	Emergency Communication Center
EENET	Emergency Education Network (FEMA)
EHS	Extremely Hazardous Substances
EMA	Emergency Management Agency
EMAC	Emergency Management Assistance Compact
EMC	Emergency Management Coordinator
EMI	Emergency Management Institute
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPI	Emergency Public Information
ERD	Emergency Response Division
ERF	Emergency Response Functions
ERS	Emergency Response Function (local)
ERT	Emergency Response Team
ESF	Emergency Support Function (Federal)
EVAC	Evacuation
FAA	Federal Aviation Administration
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FCEM&HS	Franklin County Emergency Management & Homeland Security
FCO	Federal Coordinating Officer
FCSO	Franklin County Sheriff's Office
FDA	Federal Drug Administration
FEC	Facility Emergency Coordinator
FEMA	Federal Emergency Management Agency
FERC	Federal Energy and Regulatory Commission
FHWA	Federal Highway Administration
FIRM	Federal Insurance Rate Map
FOG	Field Operations Guide

FR	Federal Resister
FRP	Federal Response Plan
FY	Fiscal Year
GIS	Geographic Information System
GOV	Governor
GSA	General Services Administration
GZ	Ground Zero
HA	Hazard Analysis
HAZMAT	Hazardous Material
HHS	Health and Human Services
HI	Hazards Identification
HSPD5	Homeland Security Presidential Directive 5
HUD	Housing and Urban Development
HWFB	Hazardous Waste Facilities Board
IAO	Individual Assistance Officer
IAP	Incident Action Plan
IC	Incident Commander
IC or UC	Incident Command or Unified Command
ICP	Incident Command Post
ICS	Incident Command System
IEMS	Integrated Emergency Management System
IFGP	Individual and Family Grant Program
IMT	Incident Management Team
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
JPIC	Joint Public Information Center
LEADS	Law Enforcement Automated Data System
LEERN	Law Enforcement Emergency Radio Net
LEPC	Local Emergency Planning Committee
LEPD	Local Emergency Planning District
LNO	Liaison Officer
MA	Mutual Aid
MIRV	Multiple Independent Reentry Vehicle
MOU	Memorandum of Understanding
MRDD	Department of Mental Retardation & Development Disorders
MSDS	Material Safety Data Sheet
NAWAS	National Warning System
NBC	Nuclear, Biological or Chemical Weapons
NDMS	National Disaster Medical System
NFA	National Fire Academy

NFIP	National Flood Insurance Program
NFPA	National Fire Prevention Association
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NORAD	North American Air Defense Command
NRC	Nuclear Regulatory Commission, National Response Center
NRP	National Response Plan
NRT	National Response Team
NWS	National Weather Service
OAC	Ohio Administrative Code
ODH	Ohio Department of Health
ODNR	Ohio Department of Natural Resources
ODOT	Ohio Department of Transportation
OEMA	Ohio Emergency Management Agency
OEPA	Ohio Environmental Protection Agency
OFDA	Ohio Funeral Directors Association
OHP	Ohio Highway Patrol
ONG	Ohio National Guard
ORC	Ohio Revised Code
OSC	On Scene Coordinator
OSHA	Occupational Safety and Health Administration
OVMA	Ohio Veterinary Medical Association
PAO	Public Assistance Officer
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
POLREP	Pollution Report
PPE	Personal Protective Equipment
PSI	Pounds per square inch
PUCO	Public Utilities Commission of Ohio
PVO	Private Voluntary Organizations
R	Roentgen
R&D	Research and Development
R/HR	Roentgens per hour
RACES	Radio Amateur Civil Emergency Service
RCRA	Resource Conservation and Recovery Act (EPA 1976)
REACT	Radio Emergency Associated Communications Team
REAL	Research-Extension Analytical Laboratory
RESTAT	Resources Status
RO	Radiological Officer
ROSS	Resource Ordering and Status System

RP	Radiological Protection
RPP	Radiological Protection Program
RRT	Regional Response Team
SAC	Strategic Air Command
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SBA	Small Business Administration
SCBA	Self-contained Breathing Apparatus
SCO	State Coordinating Officer
SDO	Standards Development Organizations
SERC	State Emergency Response Commission
SFM	State Fire Marshal
SITREP	Situation Report
SO	Safety Officer
SOG	Standard Operating Guideline
SOP	Standard Operating Procedures
UC	Unified Command
UHF	Ultrahigh Frequency
US&R	Urban Search and Rescue
USDA	United States Department of Agriculture
USDHHS	United States Department of Health/Human Services
USEPA	United States Environmental Protection Agency
USGS	United States Geological Survey
VHF	Very High Frequency
VOAD	Voluntary Organizations Active in Disaster
WMD	Weapons of Mass Destruction
ZULU	Mean solar time at the zero meridian of Greenwich, England

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Tab - B   Glossary

Acute	-	Severe but of short duration. Acute health effects are those that occur immediately after exposure to hazardous chemicals.
Agency	-	A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defended either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).
Agency Representative	-	A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.
Air Burst	-	The explosion of a nuclear attack weapon at such a height that the expanding fireball does not touch the earth's surface resulting in little or no fallout.
Airborne Release	-	Release of any chemical into the air.
Area Command (Unified Area Command)	-	An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Assembly Point - A location outside the evacuated area that can accommodate many vehicles and serves at the initial gathering place for those individuals who have withdrawn from the risk area.

Assessment - The evaluation and interpretation of measurements and other information to provide a basis for decision making.

Assignments - Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.

Assistant - Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

Assisting Agency - An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Available Resources - Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

Blast Wave - A sharply defined wave in increased air pressure rapidly propagated from the center of a nuclear detonation.

Branch - The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

Calibration - A procedure, used with radioactive sources, for establishing the accuracy of radiological instruments.

Census Tract	-	A nonpolitical, geographical subdivision of no standard size, but within a city, town, county, or other political jurisdiction; it is used by the U.S. Bureau of Census as a convenient and flexible unit for surveying the aggregating population, housing, and other demographic or economic statistics.
Chain of Command	-	A series of command, control, executive, or management positions in hierarchical order of authority.
Check In	-	The process through which resources first report to an incident. CheckHin locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.
Chemical Emergency Preparedness Program	-	A program developed by the USEPA to address accidental releases of acutely toxic substances.
Chief	-	The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).
Chronic	-	Of long duration or having frequent recurrence. Chronic health effects are those that become apparent or continue for some time after exposure to hazardous chemicals.
Clean Air Act	-	Law enabling air quality standards to be set and monitored.
Clean Water Act	-	Law enabling water quality standards to be set and monitored.
Command	-	The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.
Command Post	-	Facility located at a safe distance upwind from an accident or incident site where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media and handle communications

Command Staff - In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Communications Unit - An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Contingency Plan - A document to identify and catalog the elements required to respond to an emergency, to define responsibilities and specific tasks, and to serve as a response guide.

Cooperating Agency - An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate - To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Cost Recovery - A legal process where potentially responsible parties can be required to pay back responders money spent on response/cleanup actions.

Critical Facilities - Facilities essential to emergency response, such as fire stations, police stations, hospitals, and communications centers.

Damage Assessment - The appraisal or determination of the destructive effects of a hazard on lives and property.

Decontamination - The removal and/or neutralization of chemical, biological or radiological contamination from personnel and material.

Deputy - A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Disaster - An event that causes or threatens to cause loss of life, human suffering, property damage, economic and social disruption.

Disaster Assistance Center - A local center established following a major disaster, staffed by various state and federal agencies to provide assistance to individuals.

Dispatch - The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division - The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

Emergency - A natural, technical or civil hazardous event which poses a threat to life and/or property, and in the context of emergency management, can be addressed without federal assistance.

Emergency Alert System - A system of broadcast stations and interconnecting facilities which have been authorized by the Federal Communications Commission to operate in a controlled manner during a disaster or other national emergency.

Emergency Management Director/Coordinator - The individual who is directly responsible on a day-to-day basis for the jurisdiction's effort to develop a capability for coordinated response to and recovery from the effects of a disaster or emergency.

Emergency Management Institute	-	A component of FEMA's National Emergency Training Center located in Emittsburg, Maryland. EMI conducts resident and nonresident training activities for Federal, State and local government officials, managers, and members of professional organizations on a vide variety of subjects dealing with domestic emergencies.
Emergency Operations Center	-	A facility where Municipal, County, state, Federal, and private entities meet during an emergency situation together information, make decisions, and direct and/or coordinate necessary actions to bring the emergency to a close. Generally, the facility is centrally located, and has appropriate communications available for a totally coordinated effort.
Emergency Operations Centers (EOCs)	-	The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.
Emergency Operations Plan	-	A document identifying the available personnel, equipment, facilities, supplies, and other resources in the jurisdiction and outlining the method for coordinated actions to be taken by individuals and government services in the event of natural, manmade, or civil disasters. The EOP assigns functional responsibilities to the elements of the emergency organization, and describes tasks to be carried out at designated times or in response to specific events. It identifies lines of authority or organizational relationships and outlines how actions are to be coordinated and describes how people and property will be protected.
Emergency Operations Plan	-	The "steady state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

Emergency Planning and Community Right-to-Know Act of 1986 - Legislation specifying requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials of the presence of extremely hazardous substances; mechanisms for making information about extremely hazardous substances available to citizens.

Emergency Public Information - Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Function - A generic emergency concept that could be activated to address any hazard. For example, the functions of Shelter, Communication, and Emergency Public Information could be activated for any hazardous event.

Emergency Response Provider - Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002). Also known as Emergency Responder.

Evacuation - The temporary movement of people in response to community threats, damage, or disruptions. Evacuation is movement of people when an unacceptable degree of risk is perceived. Evacuees are moved from someplace, to someplace, for some period of time, and returned.

Event - A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Exercise - A simulated accident or release set up to test emergency response methods and act as a training tool.

Extremely Hazardous Substances - A list of chemicals identified by EPA on the basis of toxicity, and listed under SARA Title III.

Federal - Of or pertaining to the Federal Government of the United States of America.

Field Command Post - The area near the incident site where the Incident Commander and individuals in charge of, or representing the various responding organizations, gather to coordinate and direct activities.

Function - Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

General Staff - A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Group - Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. (See Division.)

Hazard - Any situation that has the potential for causing damage to life, property, and/or the environment.

Hazardous Material	- Any substance or material in a quantity or form which may be harmful to humans, animals, crops, water systems, or other elements of the environment if accidentally released. Hazardous materials include: explosives, gases (compressed, liquefied, or dissolved), flammable and combustible liquids, flammable solids or substances, oxidizing substances, poisonous and infectious substances, radioactive materials, and corrosives.
Hazardous Substances	- Any material that poses a threat to public health and/or the environment. Typical hazardous substances are materials that are toxic, corrosive, ignitable, explosive, or chemically reactive.
Hazards Identification/Analysis	- A systematic study of all hazards that could significantly affect life and property in a jurisdiction. Hazard identification typically prioritizes hazards according to the threat they pose and provide insight into the history and probability of occurrences. An analysis includes the history, vulnerability and probability assessments related to the hazard.
Incident	- An occurrence or event, natural or human caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.
Incident Action Plan	- An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post	-	The field location at which the primary tactical level, on scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.
Incident Command System	-	A standardized on scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize fieldHlevel incident management operations.
Incident Commander	-	The individual in charge of the incident at defined by SOG or appropriate authority.
Incident Commander	-	The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.
Incident Management Team	-	The IC and appropriate Command and General Staff personnel assigned to an incident.
Incident Objectives	-	Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Incidents	-	An event or occurrence with potential threat to the health and safety of residents in the vicinity; may also result in physical damage to properties and facilities.
Initial Action	-	The actions taken by those responders first to arrive at an incident site.
Initial Response	-	Resources initially committed to an incident.
Integrated Emergency Management System	-	A system developed by FEMA in recognition of the economies realized in planning for all hazards on a generic functional basis as opposed to developing independent structures and resources to deal with each type of hazard.
Intelligence Officer	-	The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or exportHcontrolled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.
Joint Information Center	-	A facility established to coordinate all incidentHrelated public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System - Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Joint Public Information Center - A single facility from which multi-organizational emergency public information can be coordinated and disseminated.

Jurisdiction - A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Liaison - A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer - A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Emergency Planning Committee - A committee appointed by the State Emergency Response Commission (SERC), as required by Title III of SARA, to formulate a comprehensive hazardous materials emergency plan for its district.

Local Government	-	A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107H296, 116 Stat. 2135 (2002).
Logistics	-	Providing resources and other services to support incident management.
Logistics Section	-	The section responsible for providing facilities, services, and material support for the incident.
Major Disaster	-	Public Law 93-288, as amended, provides that any flood, drought, fire, hurricane, earthquake, storm, or other catastrophe in any part of the United States which in the determination of the President, is or threatens to be of sufficient severity and magnitude to warrant disaster assistance by the Federal Government to supplement the efforts and available resources of State and local governments in alleviating the damage, hardship, or suffering caused thereby.
Management by Objective	-	A management approach that involves a fourHstep process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Memorandum of Understanding - A formal (written) of informal understanding between jurisdictions or agencies that describes methods and types of assistance available between two or more entities during emergencies.

Mitigation - The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization - The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Morbidity - The ability to cause illness or disease.

Multi-agency Coordination Entity - A multi-agency coordination entity functions within a broader Multi-agency Coordination System. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

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Multi-agency Coordination Systems	- Multi-agency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multi-agency Coordination Systems include facilities, equipment; emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.
Multi-jurisdictional Incident	- An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.
Mutual Aid Agreement	- Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.
National	- Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.
National Disaster Medical System	- A cooperative, asset sharing partnership between the U.S. Department of Health and Human Services, the U.S. Department of Veterans Affairs, the U.S. Department of Homeland Security, and the U.S. Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.
National Fire Academy	- A component of FEMA's National Emergency Training Center in Emittsburg, Maryland. It provides fire prevention and control training for fire and allied services. Courses are offered in technical, management, and prevention subject areas.

National Incident Management System	-	A system mandated by HSPD 5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the privateHsector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD 5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.
National Response Plan	-	A plan mandated by HSPD 5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all discipline, all hazards plan.
National Warning System	-	The Federal portion of the Civil Defense Warning System used for dissemination of warning and other emergency information from the warning centers or regions to warning points in each state.
Nongovernmental Organization	-	An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faithHbased charity organizations and the American Red Cross.
Operational Period	-	The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.
Operations Section	-	The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

Passport	-	A Personnel Accountability System outlined in Franklin County Fire Chiefs SOG 94-01 that gives the Incident Commander a fast and efficient means to account for all fire/rescue personnel that are working within a small geographic area, within the "hazard zone" of an incident.
Personal Protective Equipment	-	Includes clothing or equipment designed to protect the skin, eyes, or respiratory system from exposure to harmful levels of contaminants.
Personnel Accountability	-	The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.
PL 81-920	-	Federal Civil Defense Act of 1950 provides a system of civil defense for the protection of life and property in the United States from attack. The same act also established a Federal Agency to be responsible for a National Civil Defense Program.
Planning Meeting	-	A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).
Planning Section	-	Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.
Political Subdivisions	-	Local governments, including but limited to cities, towns, incorporated communities, counties, parishes, and townships.

Population Protection Planning - A program that provides for the development, exercising, and maintenance of a single, generic plan that contains annexes which assign tasks and detail procedures for coping with the effects of natural disasters, technological hazards and nuclear attack.

Preparedness - The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations - The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention	-	Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.
Private Sector	-	Organizations and entities that are not part of any governmental structure. It includes forHprofit and notHforHprofit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).
Processes	-	Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.
Public Information Officer	-	A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident related information requirements.
Public Shelter	-	A facility used to protect, house, and supply the essential needs of designated individuals during the period of an emergency. A shelter may or may not be specifically constructed for such use, depending on the type of emergency and the specific programmatic requirements.

Publications Management	-	The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.
Qualification and Certification	-	This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.
Radio Amateur Civil Emergency Services	-	An emergency service designated to make efficient use of the vast reservoir of skilled radio amateurs throughout the nation in accordance with approved civil defense communications plans. Many of the States and local governments have federally approved RACES communications plans whereby radio amateurs participating in these plans are permitted to operate during an emergency, or emergency conditions.
Reception Area	-	This refers to a location separate from staging areas, where resources report in for processing and out processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.
Reception Center	-	Location set aside for registering, monitoring, decontamination (if needed) and assigning to a shelter, members of the evacuated public.

Recovery	-	The development, coordination, and execution of service and site restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental and public assistance programs to provide housing and to promote restoration; long term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.
Recovery Plan	-	A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.
Resource Management	-	Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutualHaid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.
Resources	-	Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.
Resources Unit	-	Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.

Response
- Activities that address the shortHterm, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. The efforts to minimize the risks created in an emergency by protecting the people, the environment, and property, and the efforts to return the scene to normal pre-emergency conditions. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activ

Risk
- A measure of the probability that damage to life, property, and/or the environment will occur is a hazard manifests itself; this measure includes the severity of anticipated consequences to people.

Safety Officer
- A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Section
- The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Span of Control
- The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Special Needs Populations	-	Groups of people that may be more susceptible than the general population (due to preexisting health conditions (e.g., asthmatics) or age (e.g., infants and the elderly) to the toxic effects of an accidental release.
Staging Area	-	An area designated by the Incident Commander for the temporary assignment of equipment or human resources that could be used during an incident.
Staging Area	-	Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.
Standard Operating Guidelines	-	A checklist or set of guidelines that instruct the user of the document on how to accomplish a given task. SOGs are generally written in step-by-step format.
State	-	When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107H296, 116 Stat. 2135 (2002).
State Emergency Response Commission	-	Commission appointed by each State governor according to the requirements of Title III of SARA. Duties of the commission include designating emergency planning districts, appointing local emergency planning committees, (LEPCs), supervising and coordinating the activities of planning committees, reviewing emergency plans, receiving chemical release notifications, and establishing procedures for receiving and processing requests from the public for information.

Strategic - Strategic elements of incident management are characterized by continuous long term, high level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strategy - The general direction selected to accomplish incident objectives set by the IC.

Strike Team - A set number of resources of the same kind and type that have an established minimum number of personnel.

Supporting Technologies - Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

Task Force - Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Assistance - Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobileHhome park design and hazardous material assessments).

Terrorism	-	Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107H296, 116 Stat. 213 5 (2002).
Threat	-	An indication of possible violence, harm, or danger.
Tools	-	Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.
Traffic Control Points	-	Places along evacuation routes that are manned by law enforcement personnel to direct and control movement to and from the area being evacuated.
Tribal	-	Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.
Type	-	A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.
Unified Area Command	-	A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

Unified Command - An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

Unit - The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unity of Command - The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Volunteer - For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.

Vulnerability Analysis - Assessment of elements in the community that are subject to damage should a hazard occur; includes gathering information on the extent of the vulnerable zone, conditions that influence the zone, size and type of the populations within the zone, private and public property that might be damaged and the environment that might be affected.

Tab C - Critical Facilities

The following facilities have been identified as critical to the health and safety as well as essential contributors to the county's ability to recover from a disaster. This information can be used to build a priority listing for damage assessment, utility, service and access restoration.

Critical Facility Categories
> Hospitals/Medical Clinics
> Communications/Emergency Operations Centers
> Other Direction and Control Facilities
> Essential Government Buildings
> Fire Departments/EMS Services
> Law Enforcement/ Sheriff, Police
> Jails/Correctional Centers
> Emergency Shelters
> Public Schools and Colleges
> Disaster Recovery Centers/Disaster Field Office

Public Service and Utilities Facilities
> Emergency Alert System Stations and Towers, Radio, Television and Cable
> Other Radio and Television Stations and Towers
> Government Communications Towers and Repeaters
> Telephone System Distribution Points and Towers, Land Line, Cellular, Microwave
> Sewerage Treatment and Plants
> Potable Water Distribution Systems. Treatment Plants, and Lift Stations
> Electrical Power Generating Plants and Electrical Substations
> Major Electrical Distribution Systems/Routes
> Essential Public Service Offices

Vital Private/Commercial Facilities
> Private Potable Water Treatment and Distribution System
> Private Sewage Treatment and Waste System
> Commercial Distribution Centers
> Building/Construction Materials
> Potable Water and Ice
> Food
> Power Generators
> Fuels (Gasoline, Diesel, Propane, Natural Gas, etc.)
> Light Equipment (Chain Saws, Shovels, Barricades, etc.)
> Heavy Equipment (Bulldozers, Forklifts, etc.)
> Medical Supplies
> Food Processing Plants
> Restaurants/Cafeterias
> Community Centers/Auditoriums
> Major Fuel Pipelines and Terminals

Fuel Storage Tank Farms

<u>Transportation Facilities</u>
Airports/Heliports
Response Operations Staging Areas
Debris Removal Staging Areas
Critical Transportation Routes
High Risk Intersections/Critical Links/Bridges
Railroad Stations

<u>Other Facilities</u>
Churches/Synagogues
Fellowship and Recreation Halls
Colleges/Universities
Motels/Hotels
Nursing/Convalescent/Group Homes
Non-Essential Government Buildings
Animal Care/Animal Shelter
Flood Control Stations and Devices
Hazardous Materials Facilities/Sites

Tab D - Maps

Franklin County
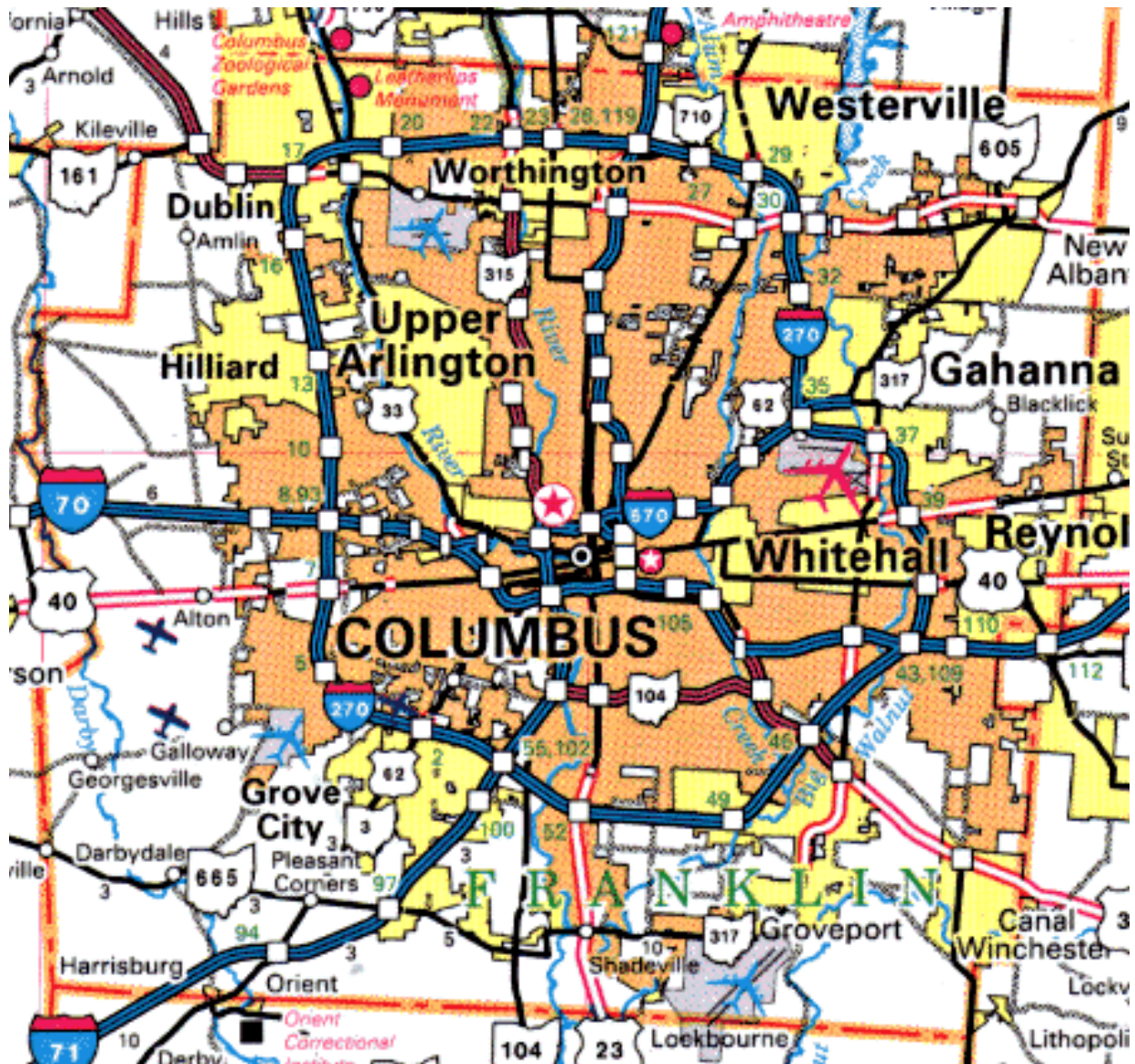
Major Rail Lines

Major Rivers and Creeks

Olentangy River

Scioto River

Alum Creek

Big Walnut Creek
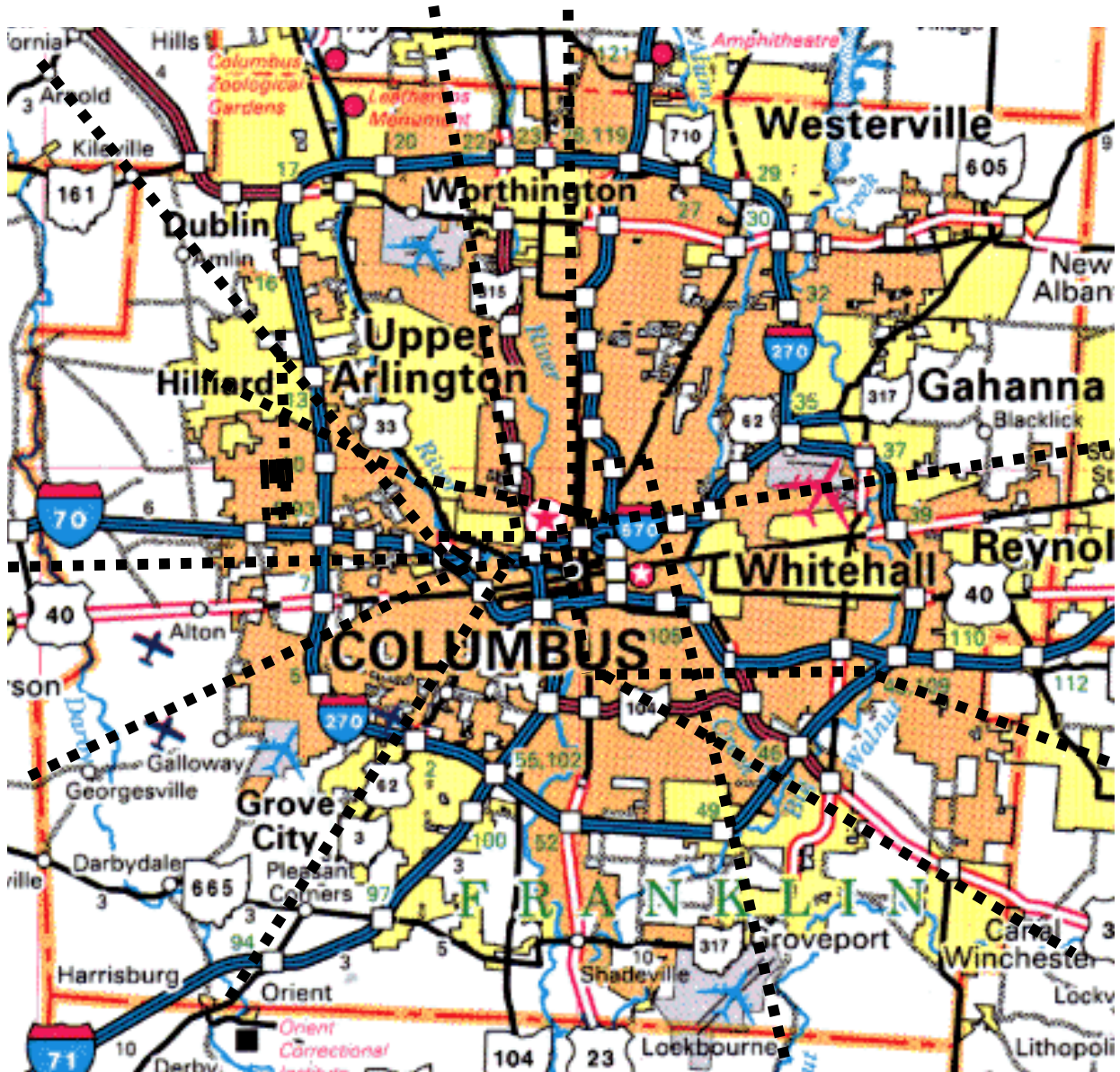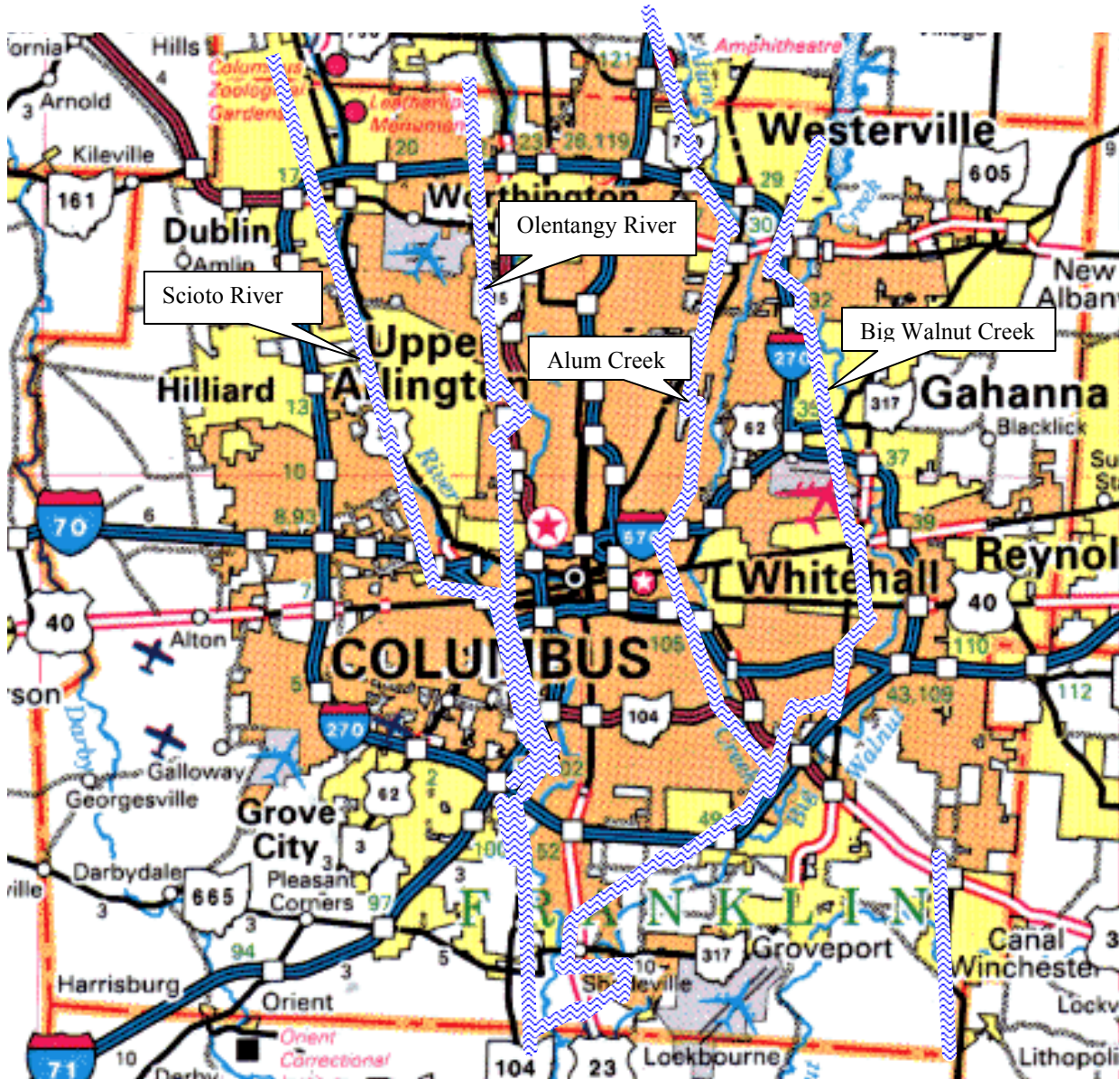
Class 1 Dams Affecting Franklin County
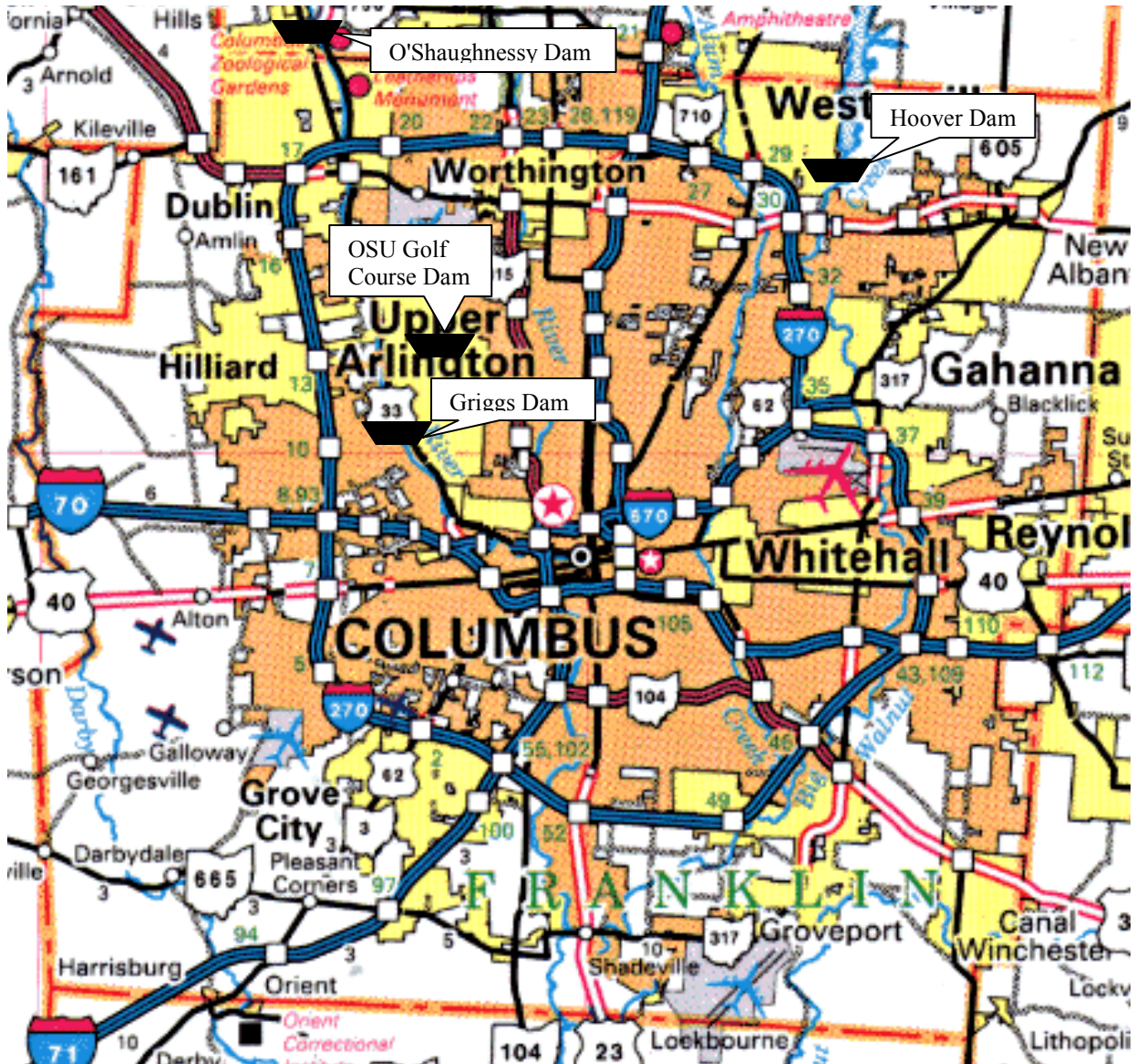
There are three addition dam's in Delaware County that affect Franklin County:

    Delaware Dam
    Alum Creek Dam
    Westerville Reservoir

Flood Plan

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Townships

Delaware County Ohio

Union County Ohio

Licking County Ohio

Perry

Sharon

Blendon

Plain

Washington

Jefferson

Brown

Norwich

Clinton

Mifflin

Jefferson

Franklin

Truro

Prairie

Columbus City

Fairfield County Ohio

Madison County Ohio

Pleasant

Jackson

Hamilton

Madison

Pickaway County Ohio
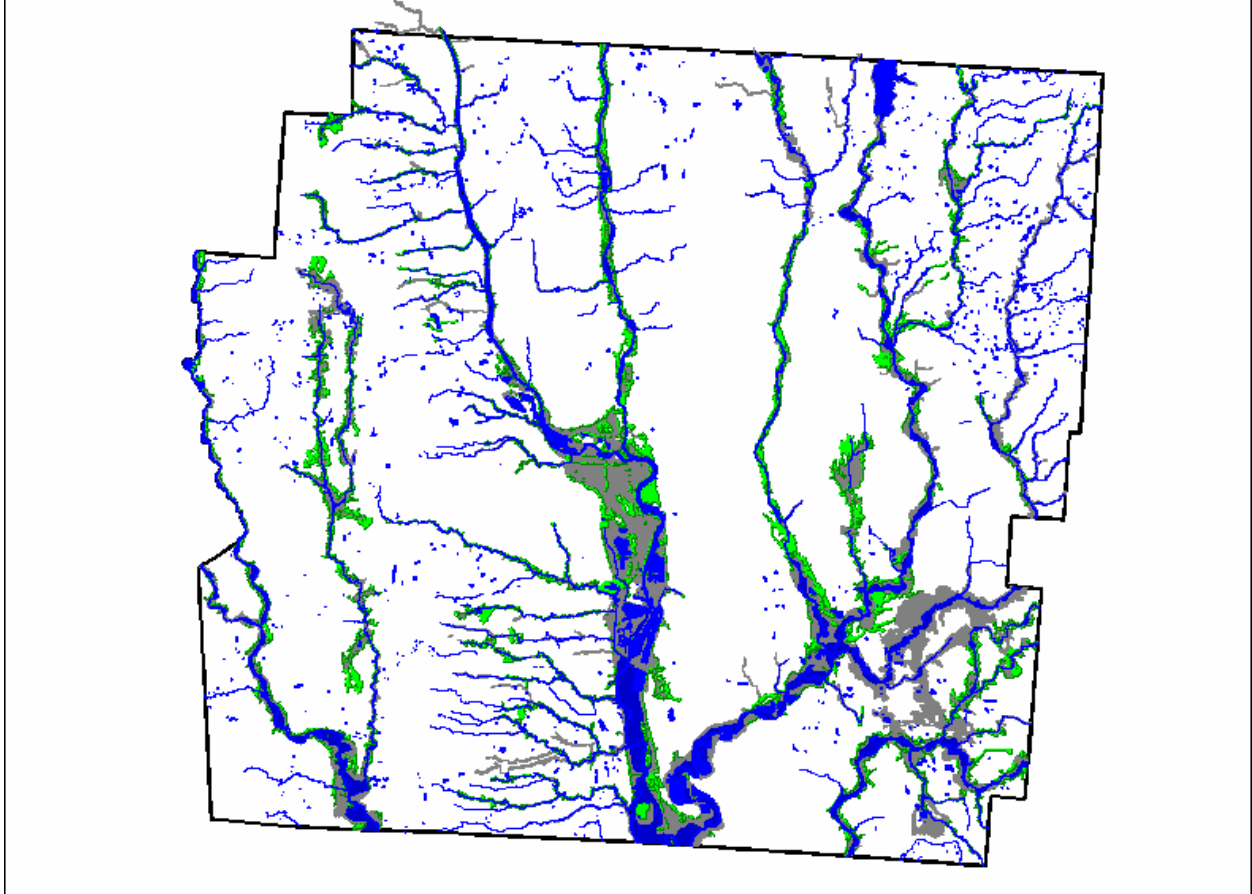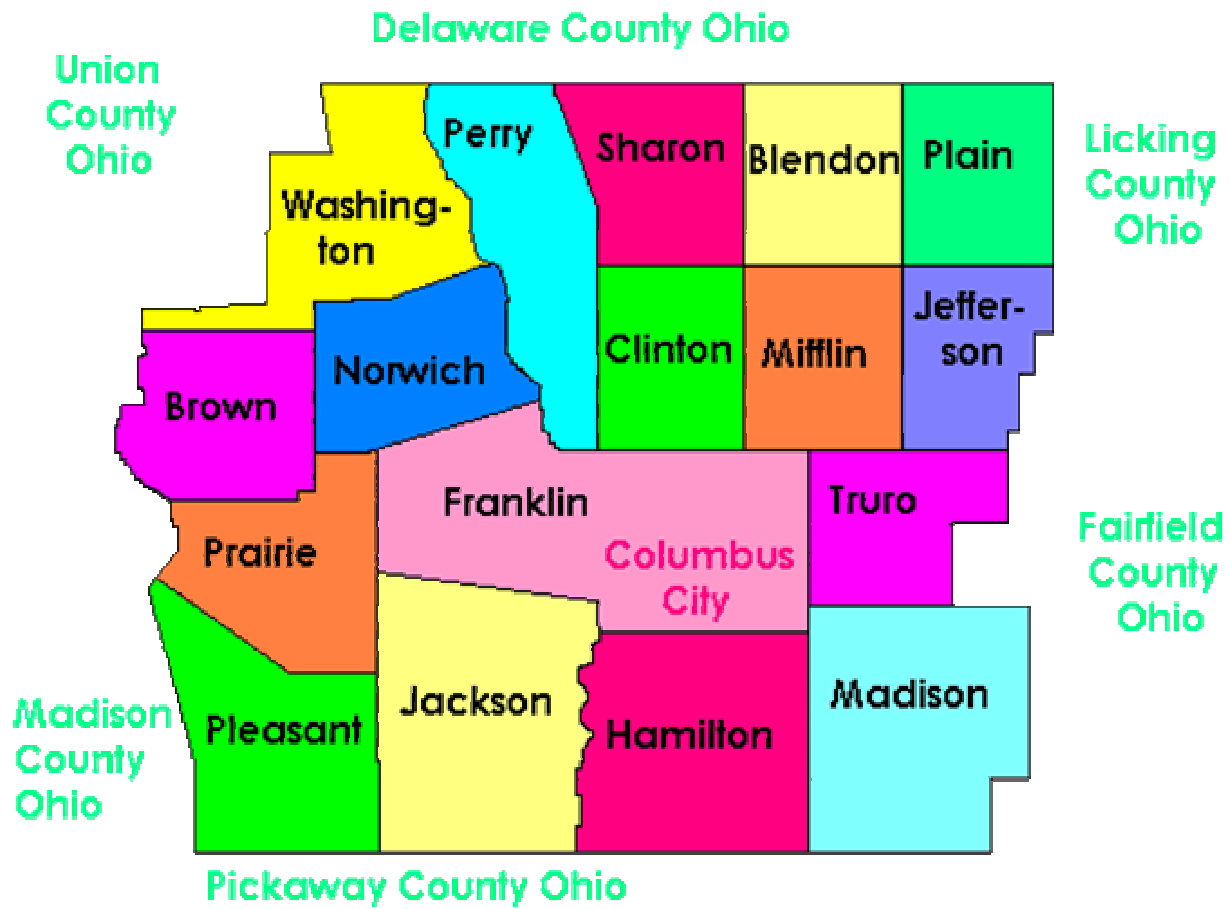
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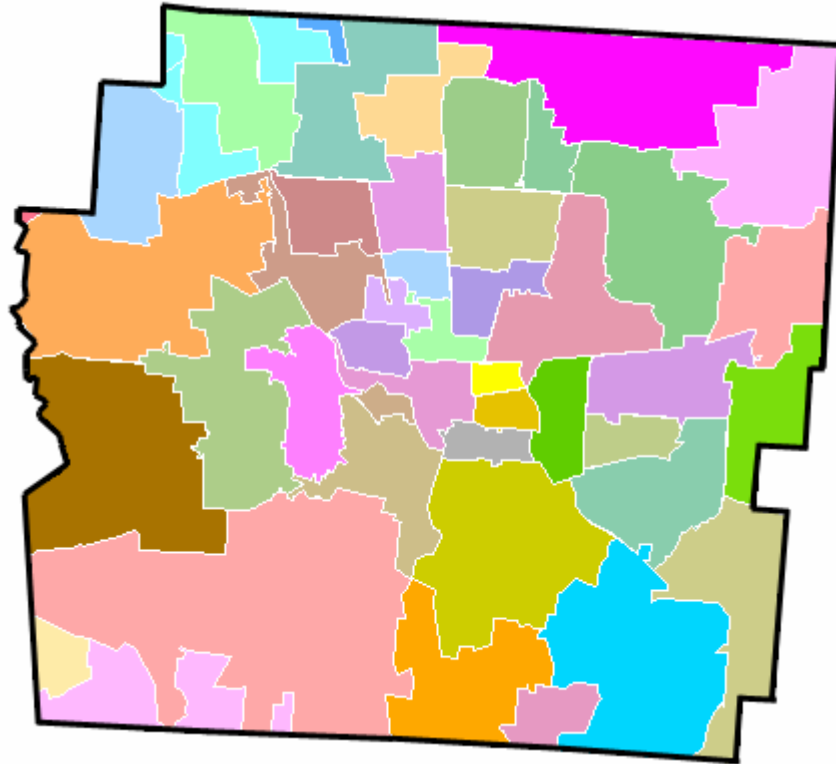
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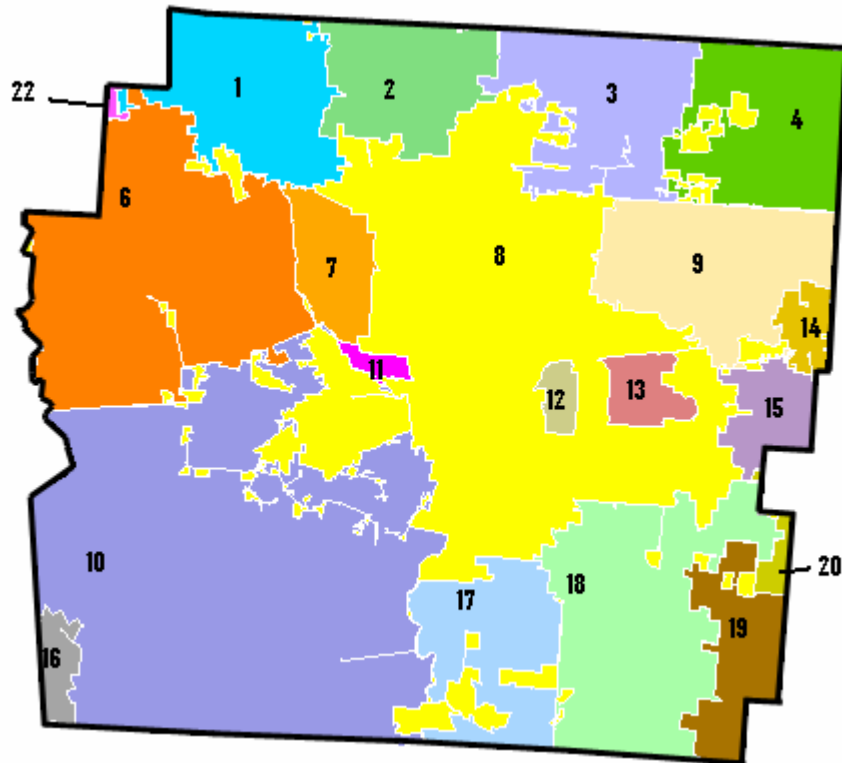
Bexley CSD	**12**
Canal Winchester LSD	**19**
Columbus City Schools	**08**
Dublin CSD	**01**
Gahanna Jefferson CSD	**09**
Grandview Heights	**11**
Groveport Madison LSD	**18**
Hamilton LSD	**17**
Hilliard CSD	**06**
Jonathan Alder LSD	**22**
Licking Heights LSD	**14**
Madison Plains LSD	**16**
Pickerington LSD	**20**
Plain LSD	**04**
Reynoldsburg CSD	**15**
Southwestern CSD	**10**
Upper Arlington CSD	**07**
Westerville, CSD	**03**
Whitehall CSD	**13**
Worthington CSD	**02**

Public Airports
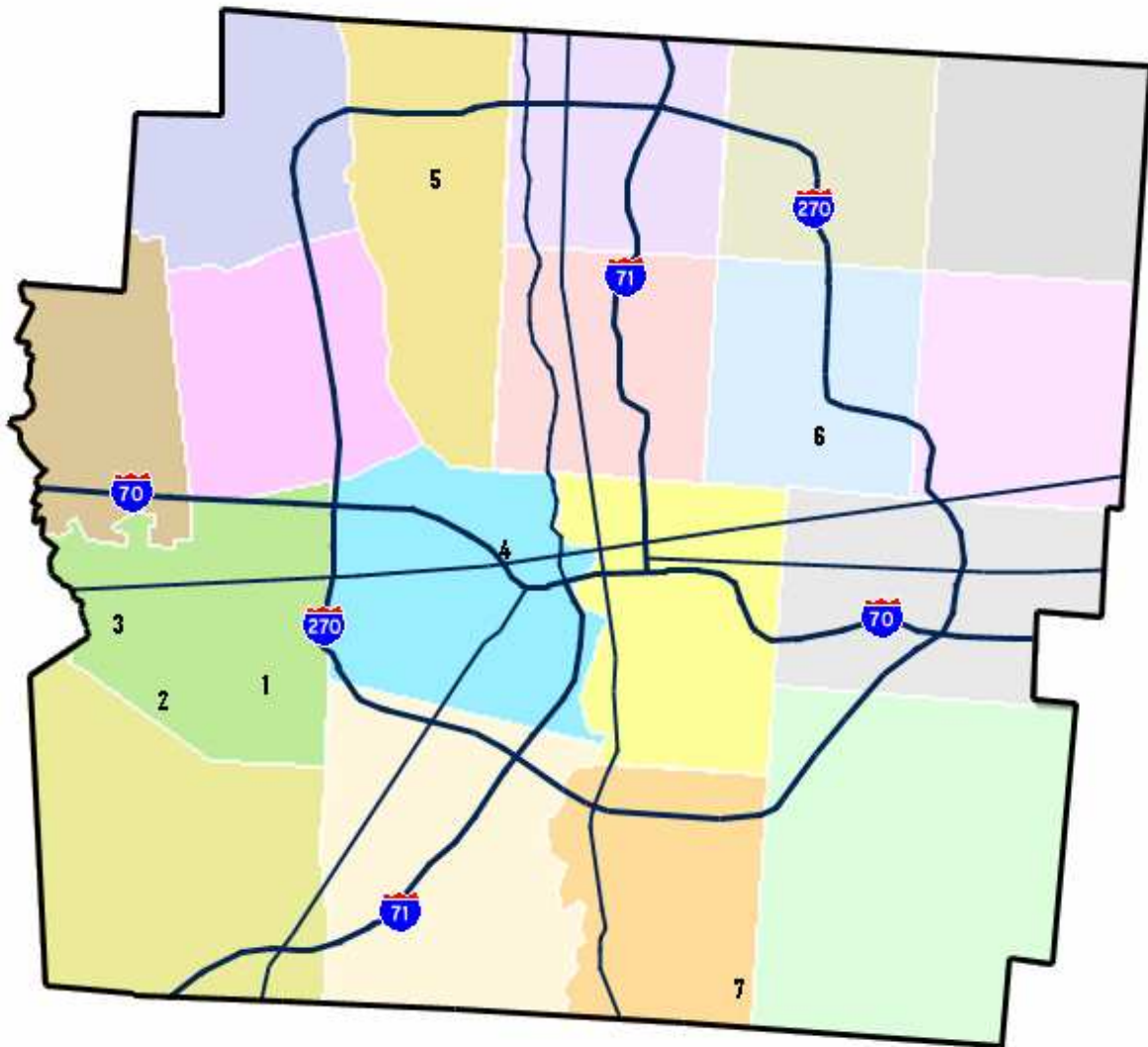
1. Bolton Field
2. Columbus Southwest Airport
3. Darby Dan Air Strip
4. Department of Transportation Heliport
5. Don Scott University Airport
6. Port Columbus International Airport
7. Rickenbacker International Airport

Franklin County
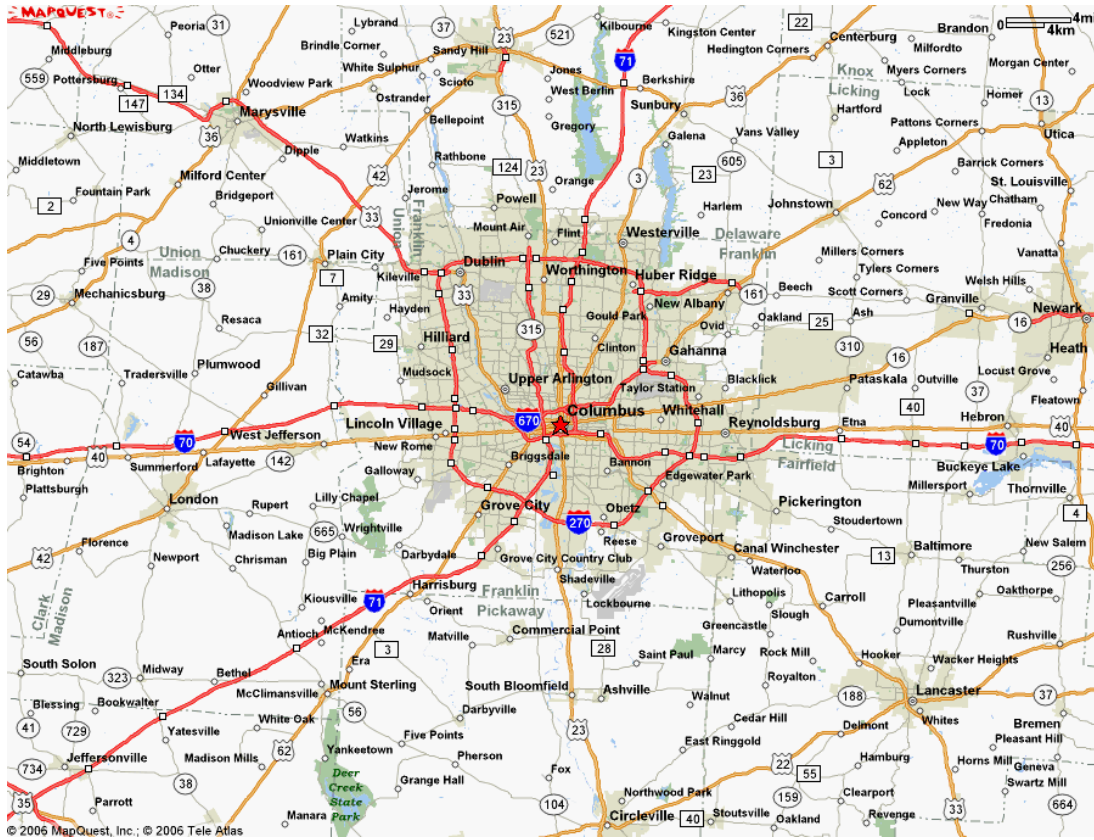
Population Center

Rail Lines

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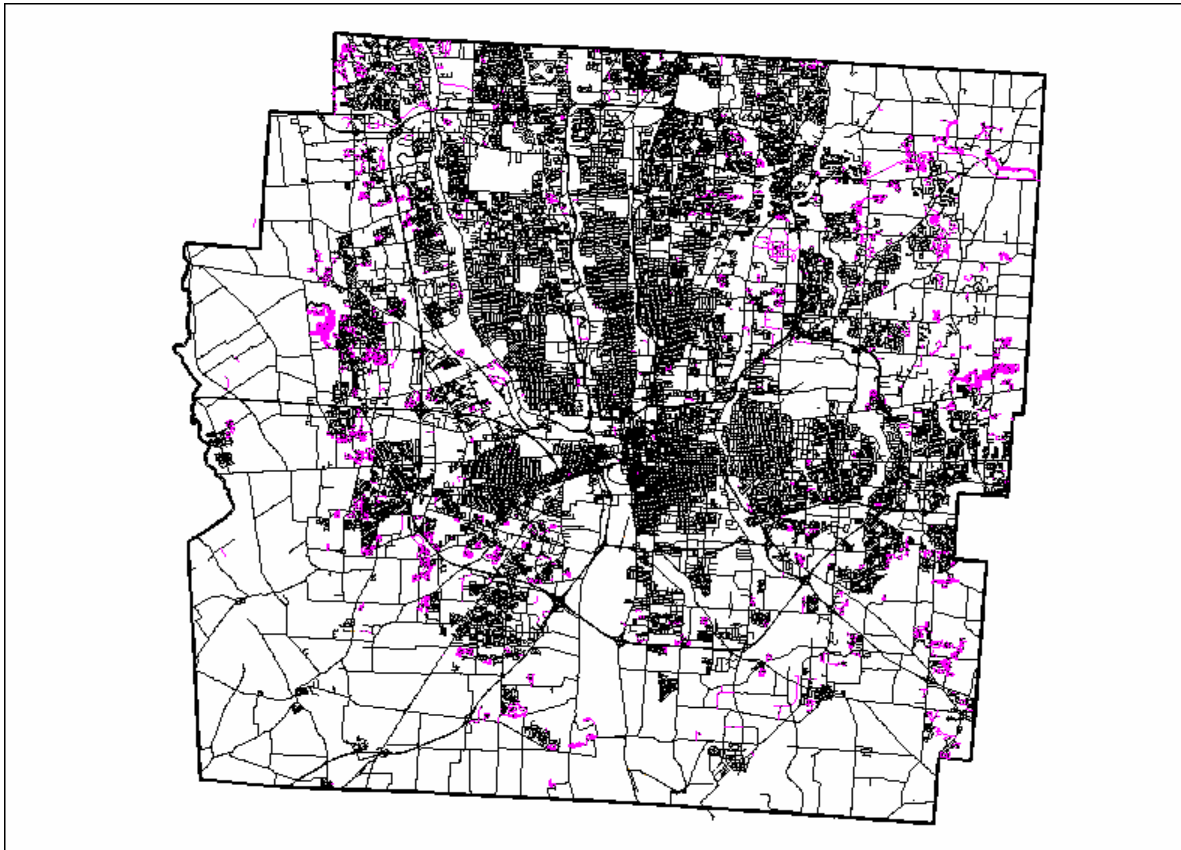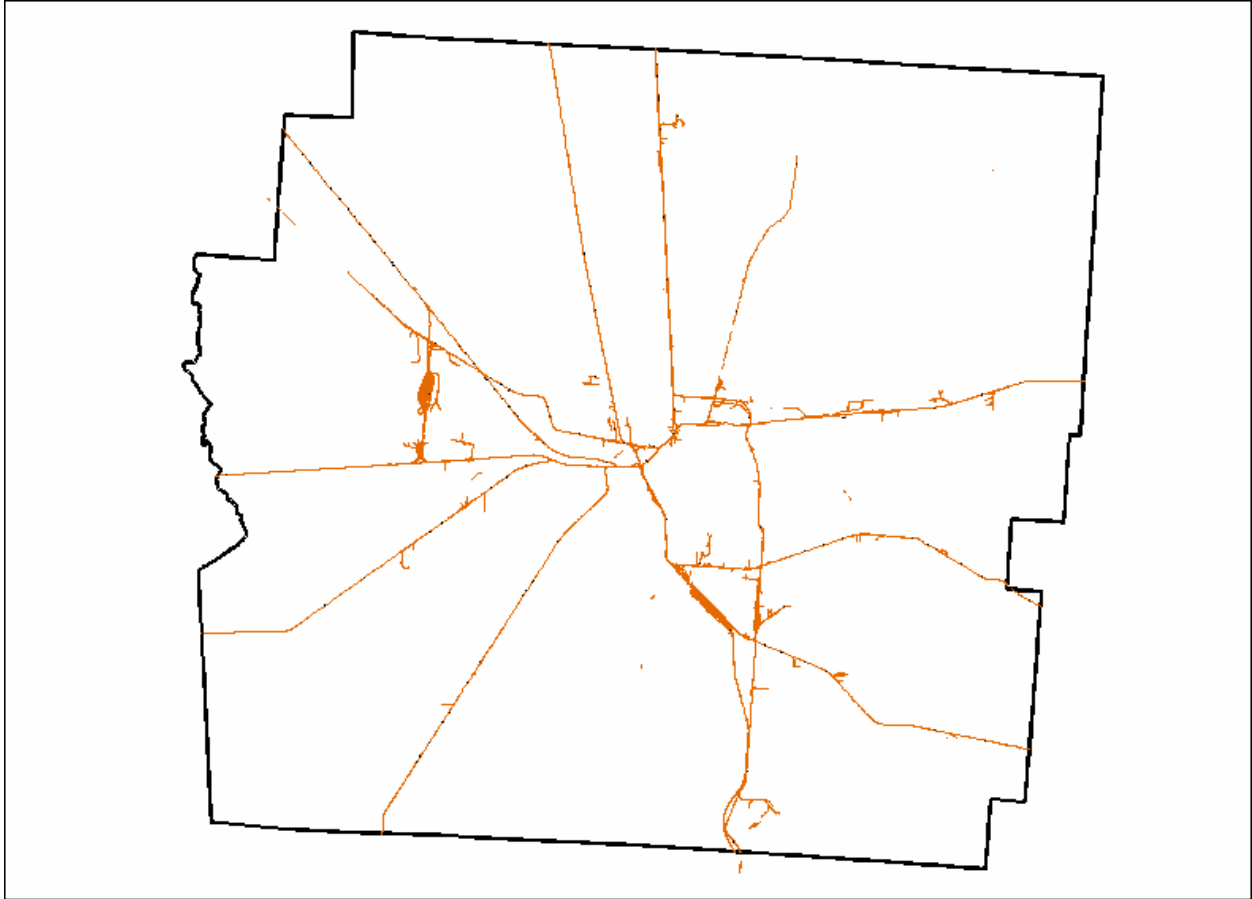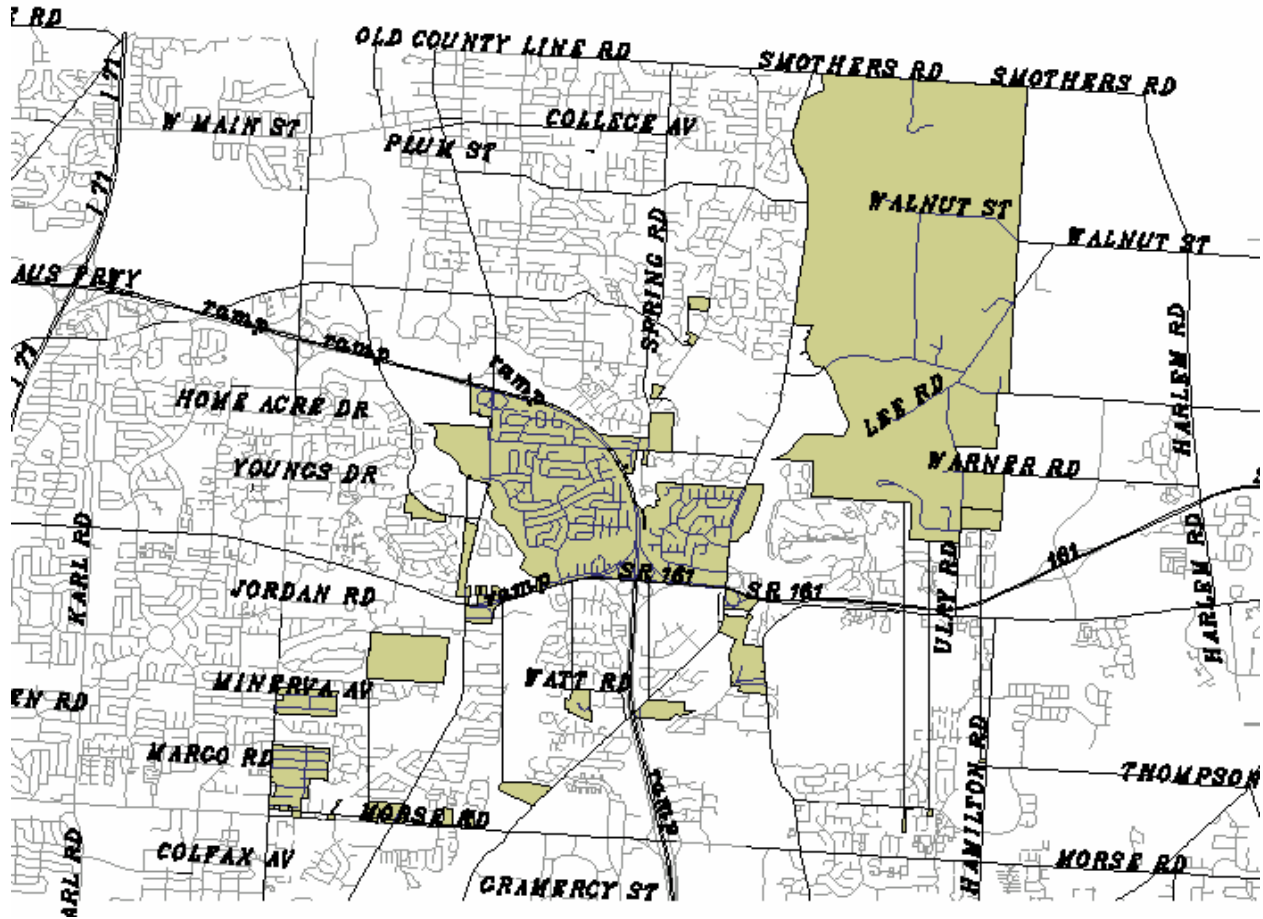
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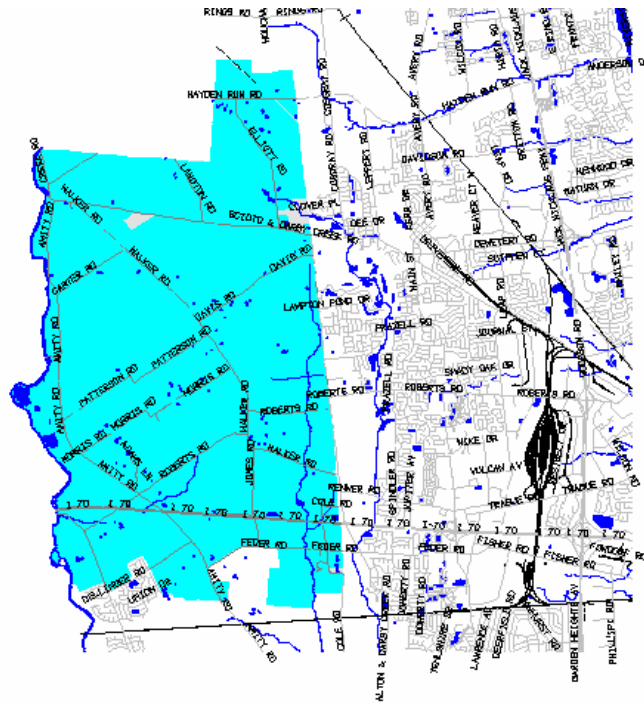
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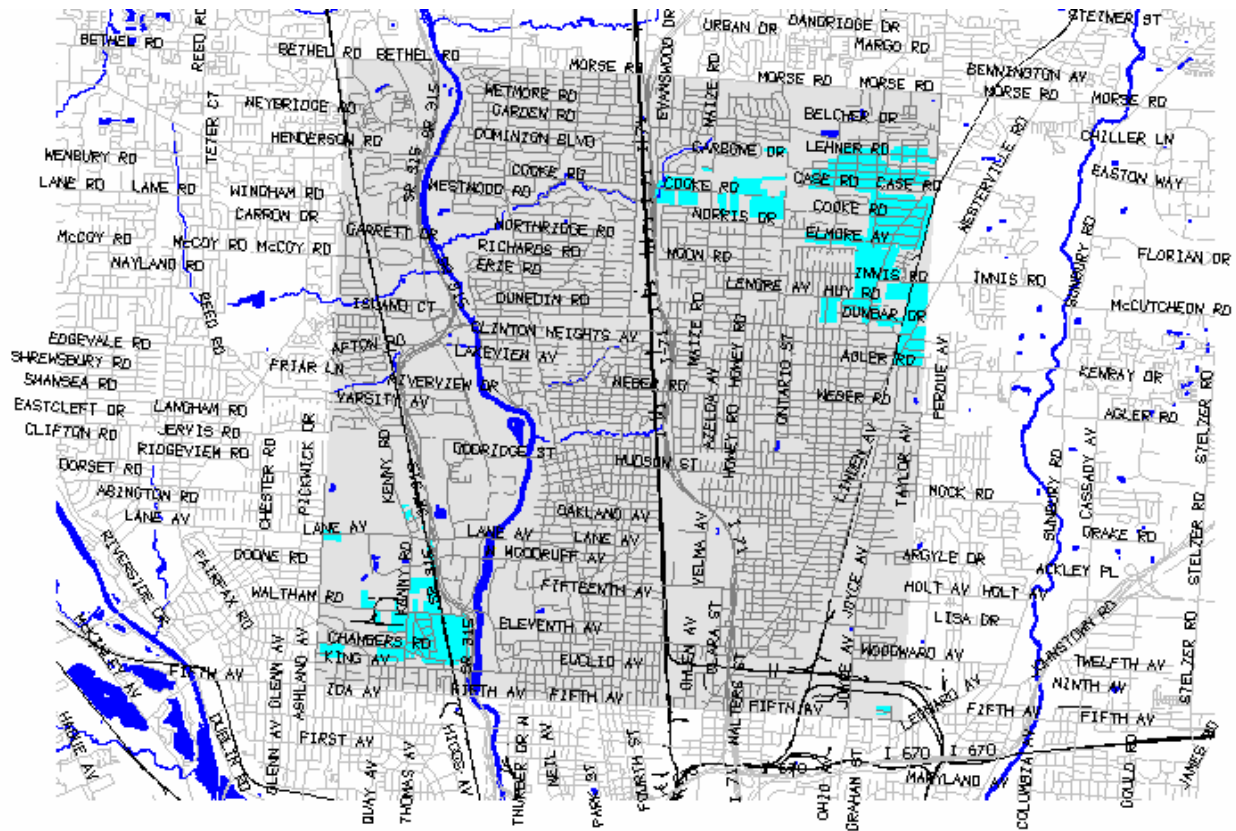
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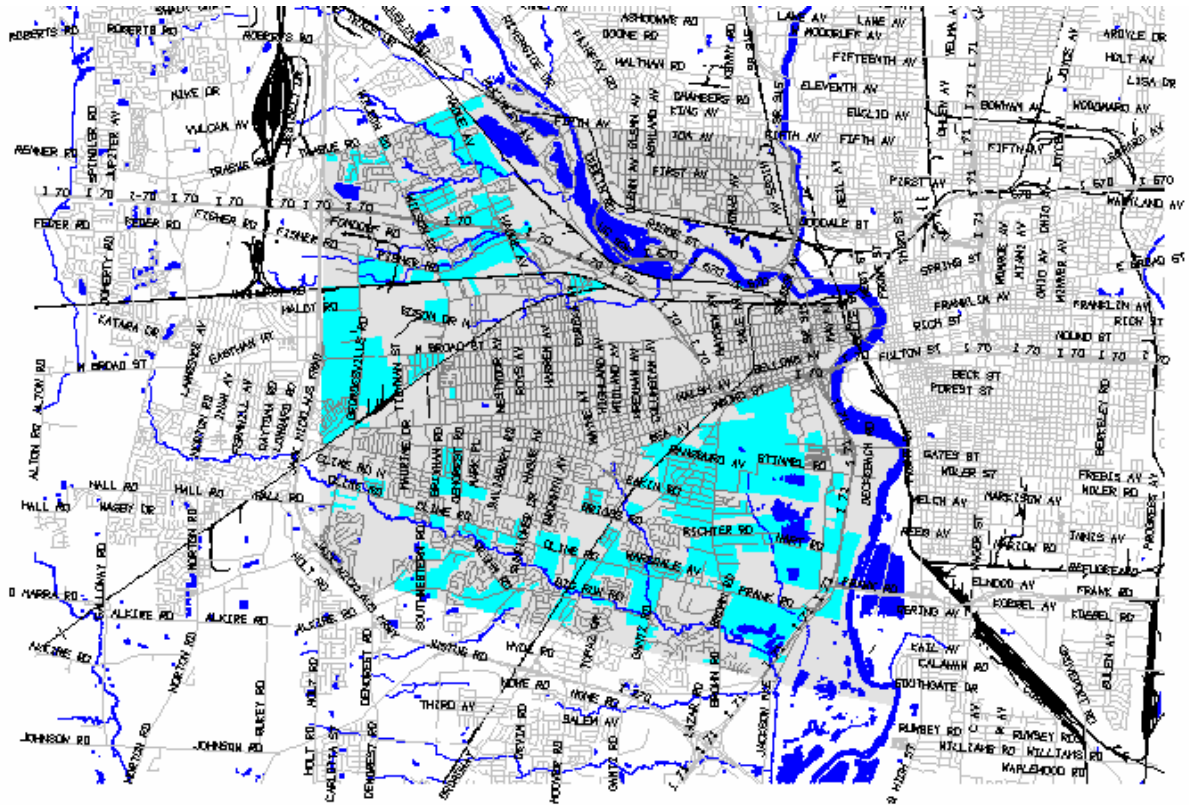
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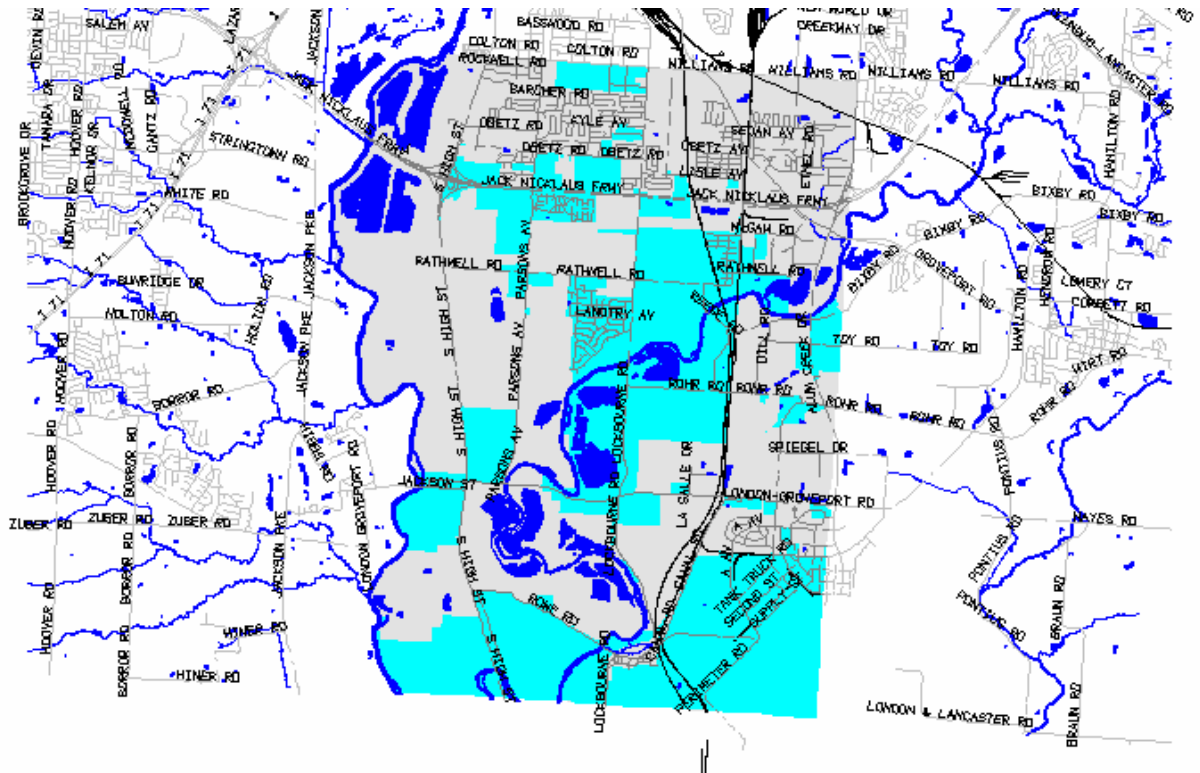
Hamilton Township

Jefferson Township

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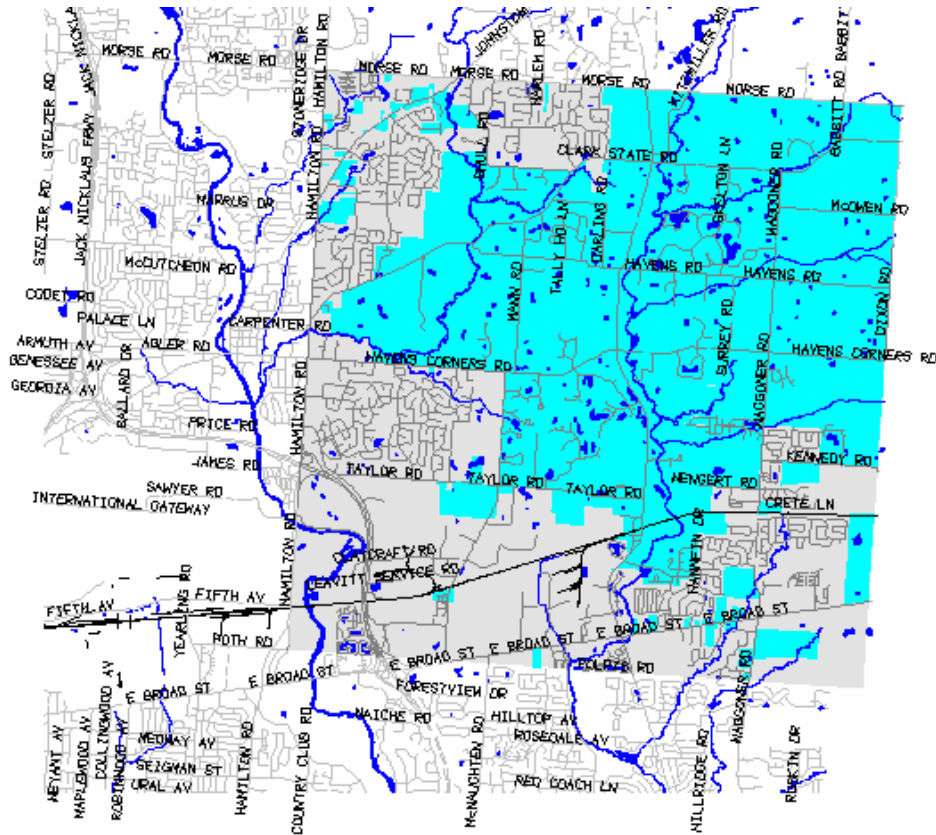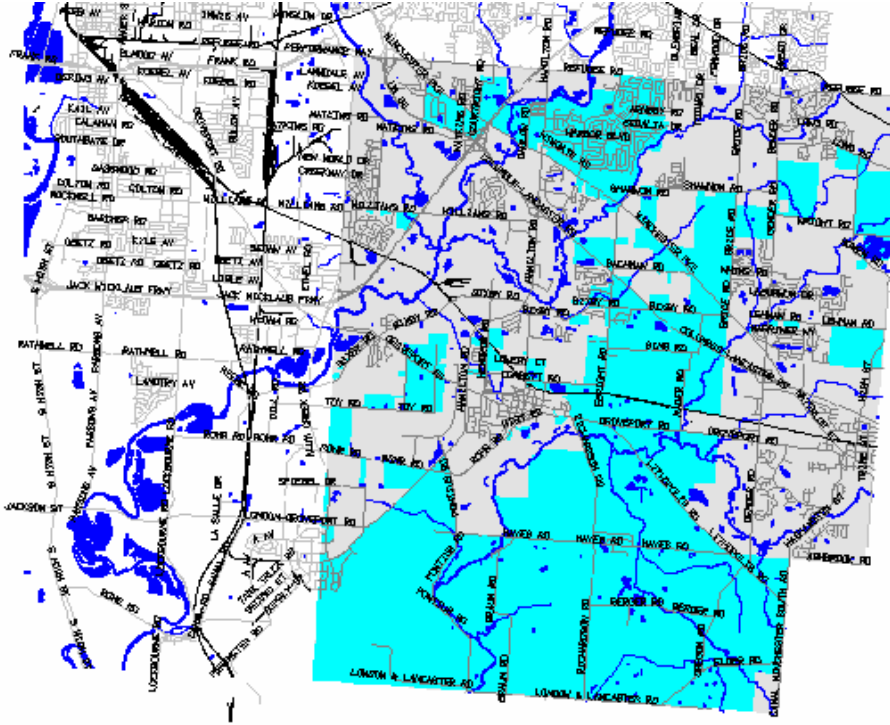
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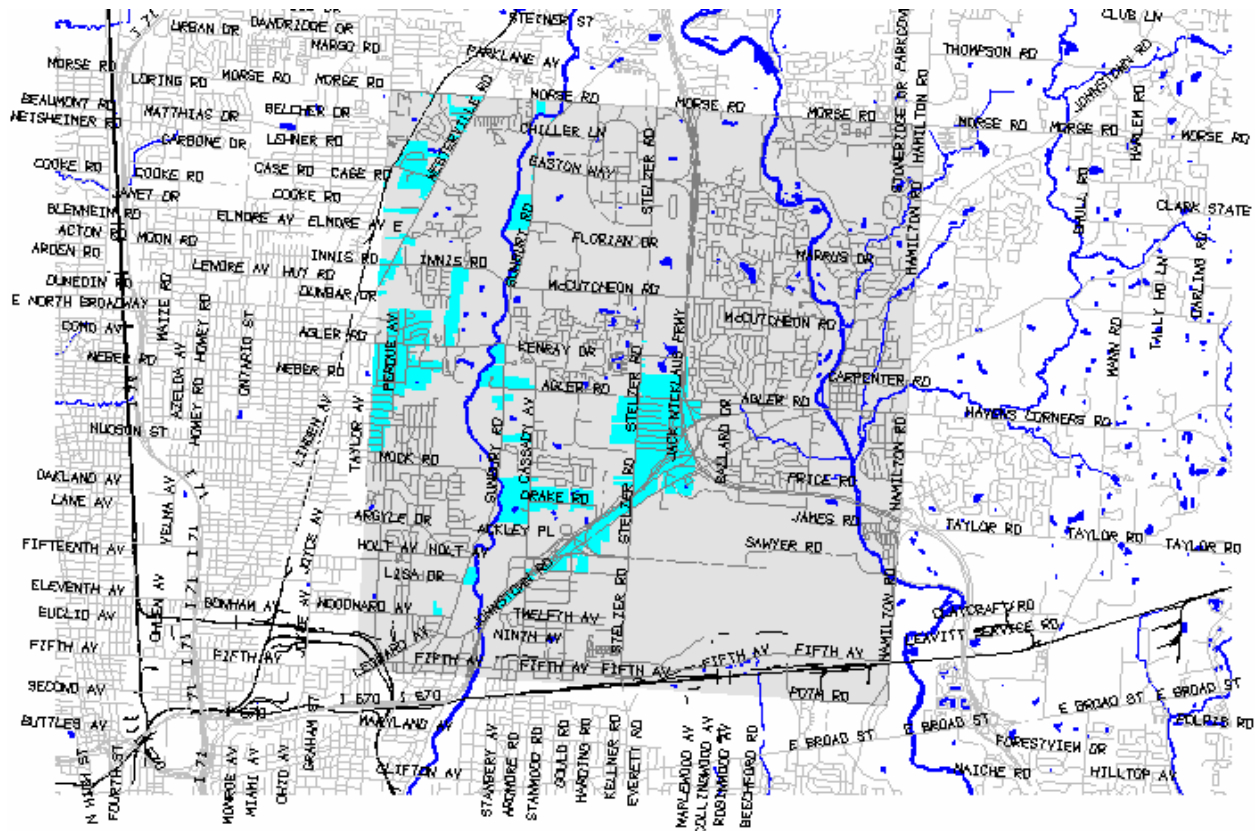
Mifflin Township
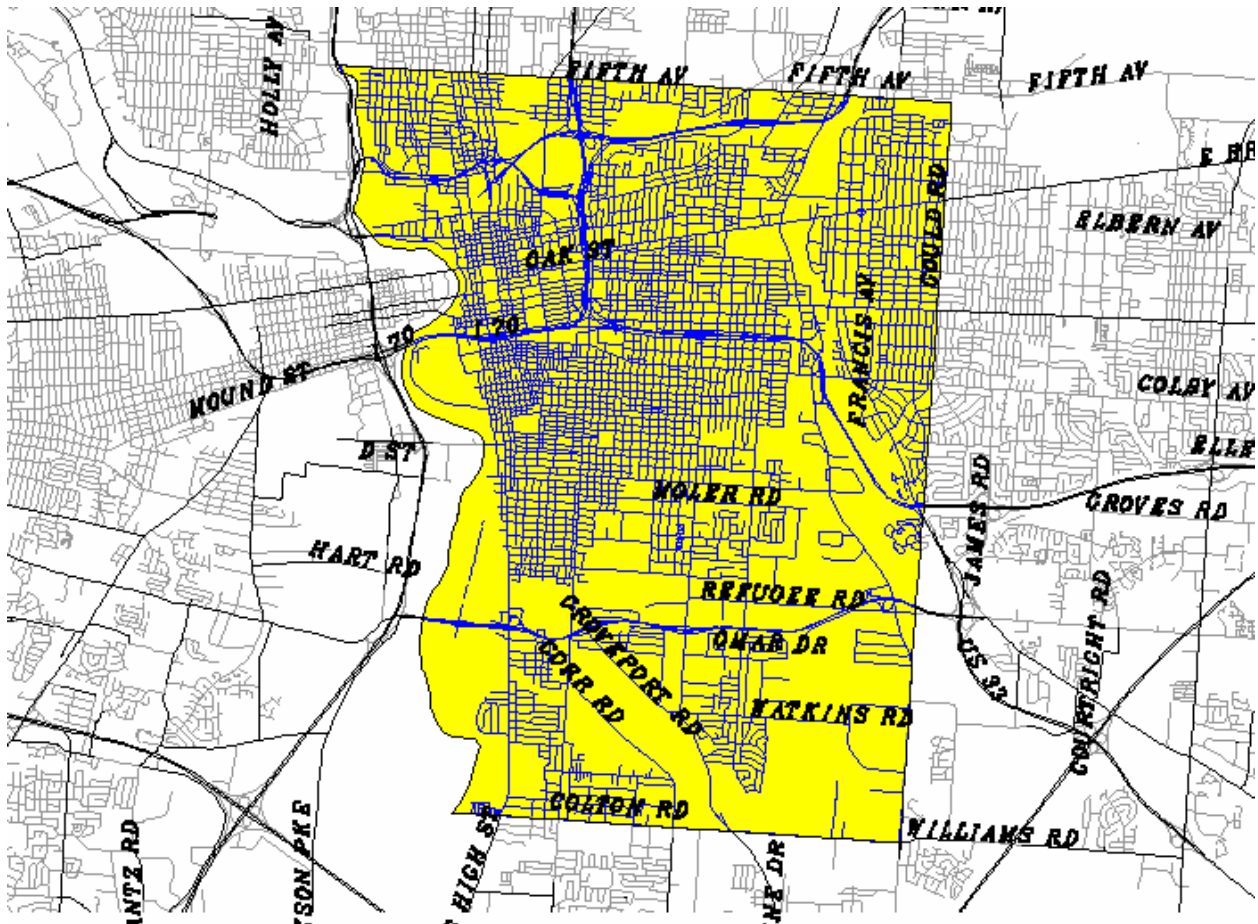
City of Columbus
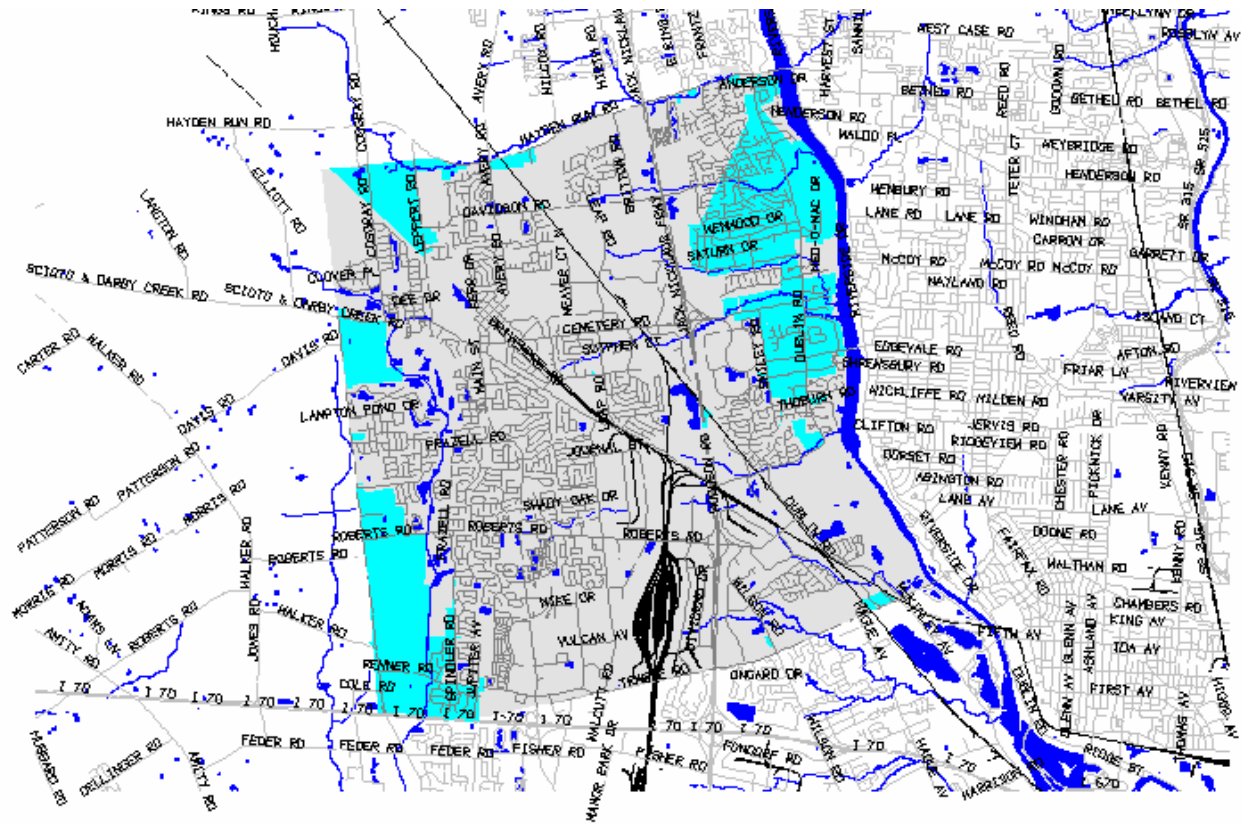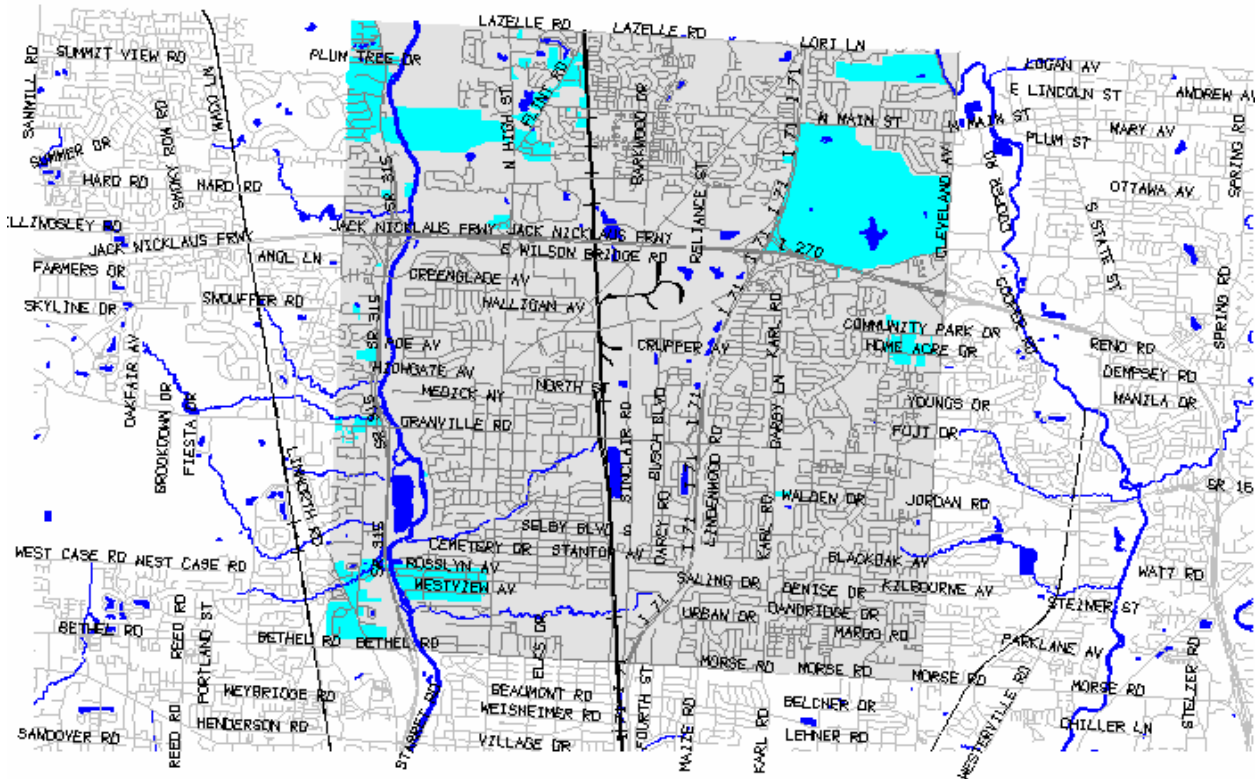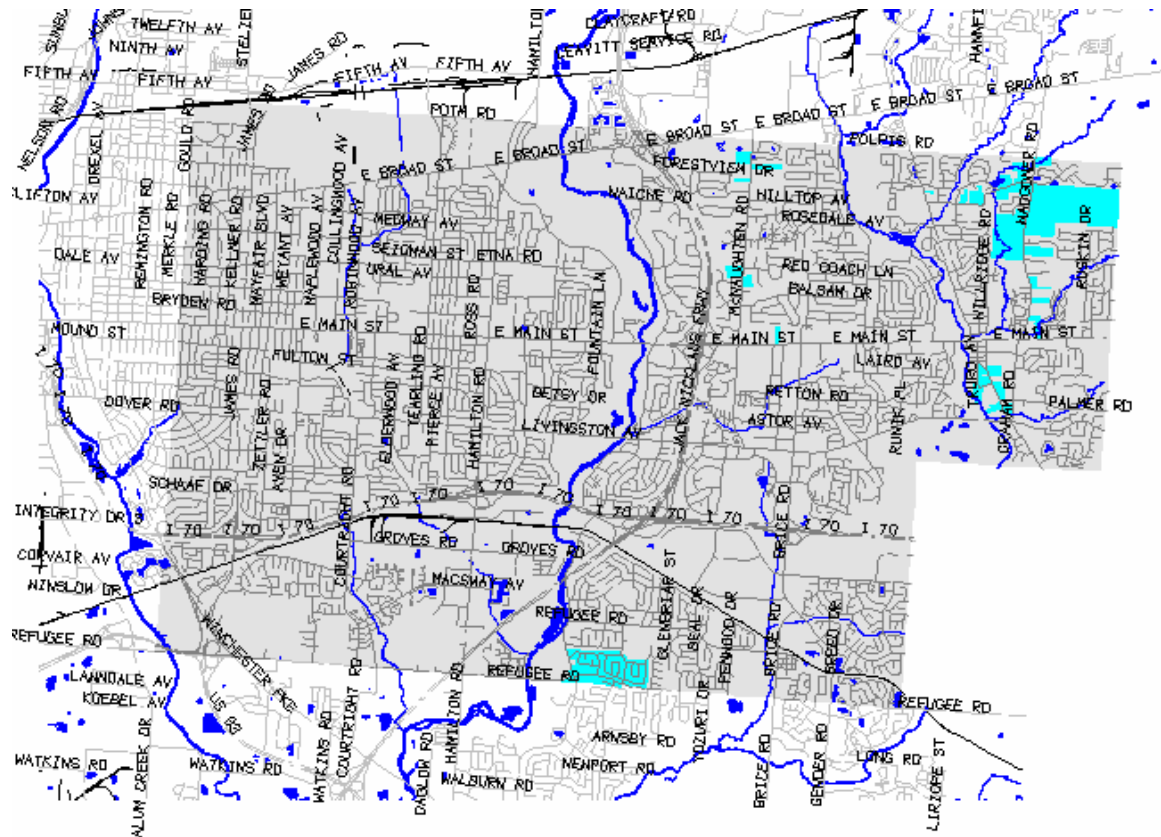
Norwich Township

Perry Township
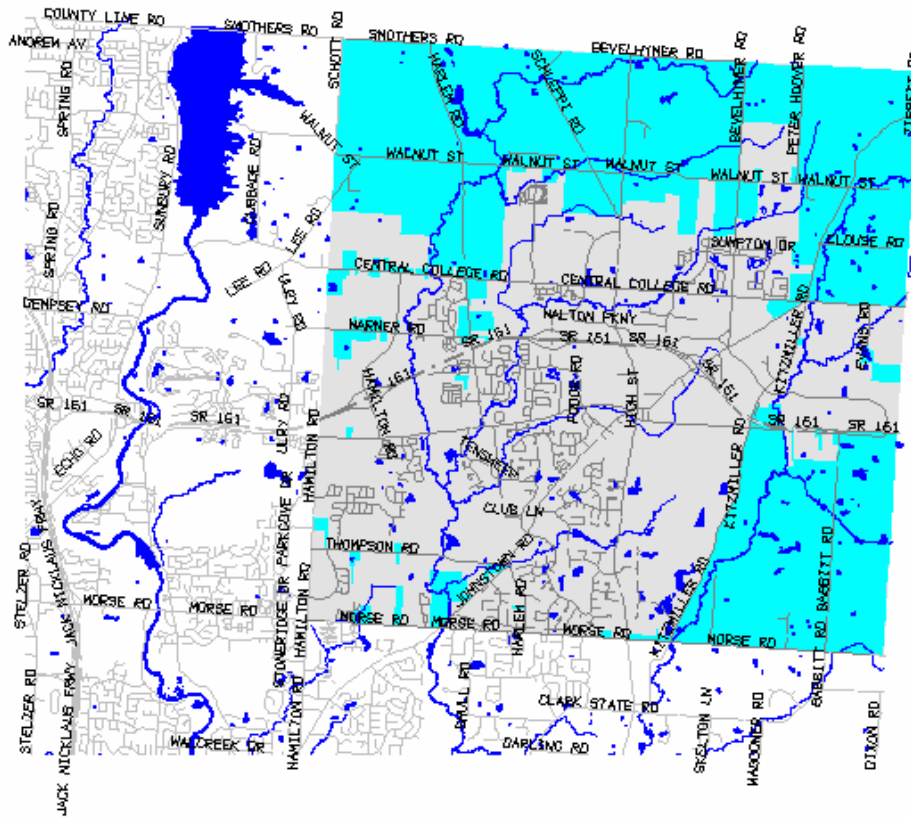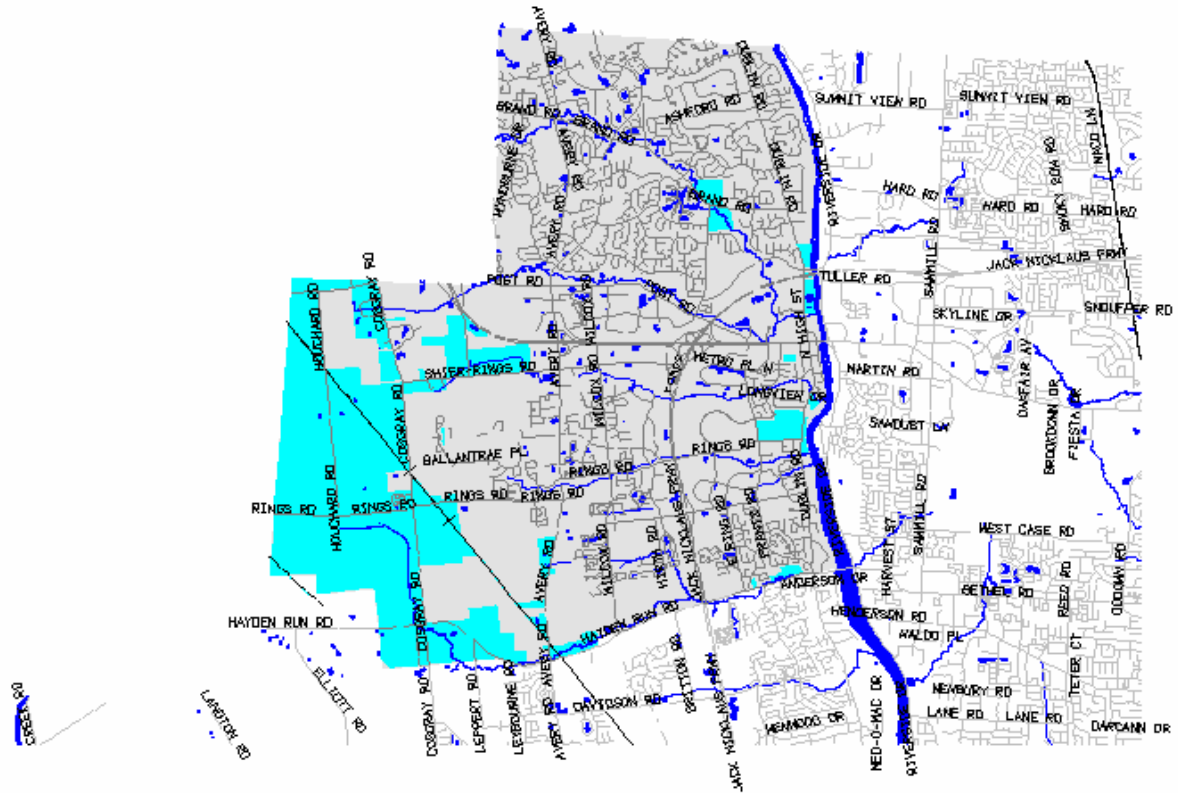
Plain Township
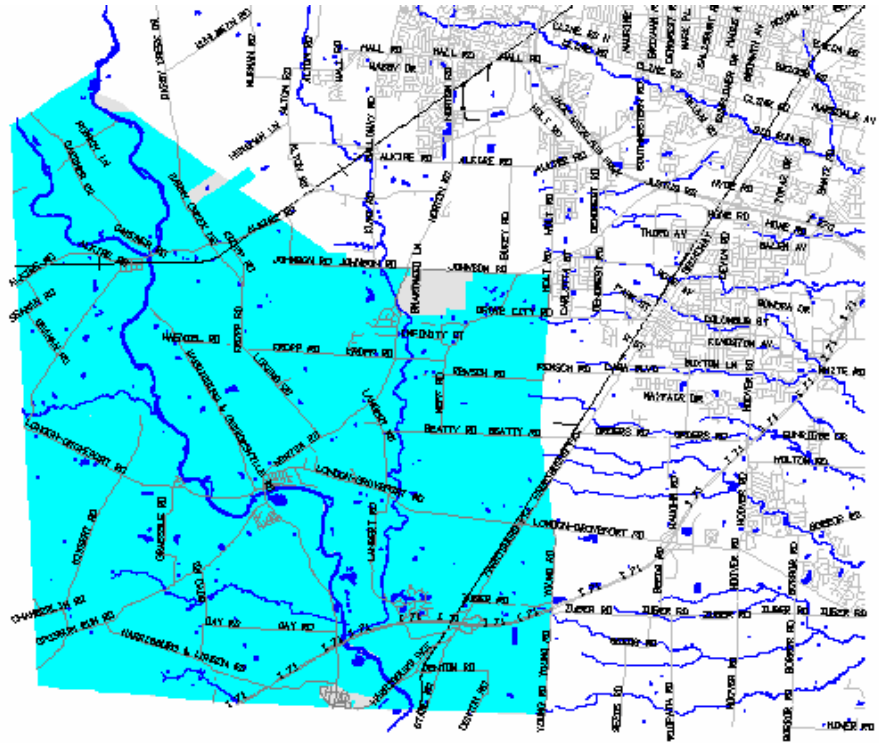
Pleasant Township
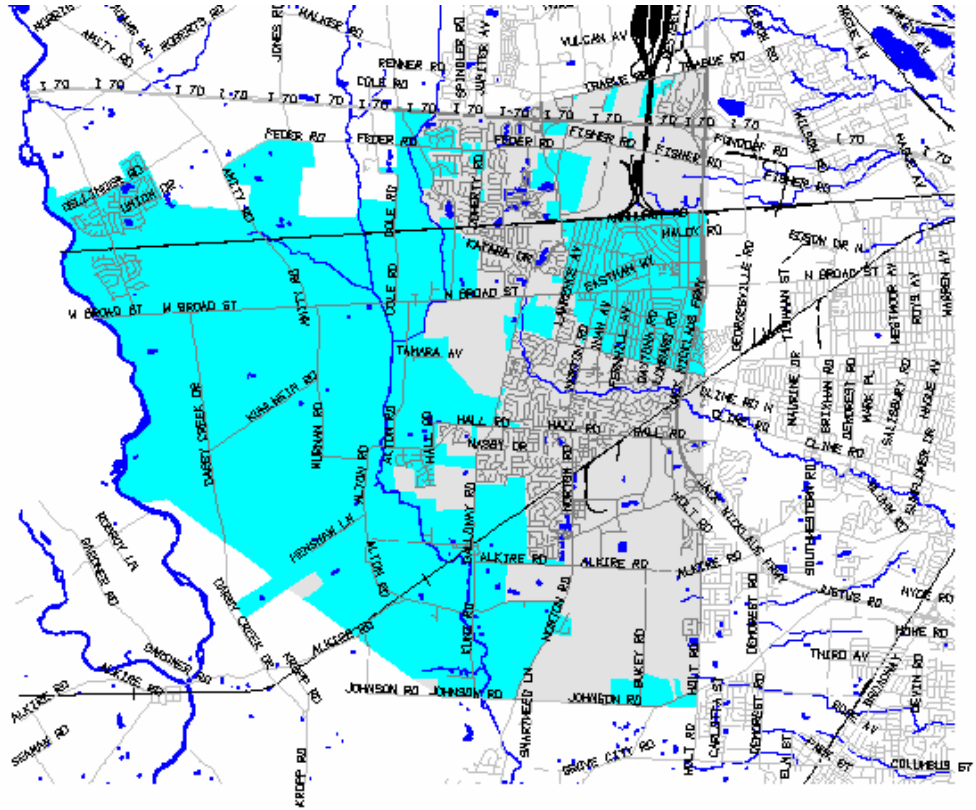
Prairie Township

Sharon Township

Truro Township

Washington Township

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